City of Menahga

City Council Regular Meeting
April 14, 2020, 6 pm

Menahga City Council Chambers
115 2nd Street NE, Menahga

www.cityofmenahga.com

Mayor Joanie Liimatta
Council Member Karol Andreasen
Council Member Tim Ellingson
Council Member Robyn Keranen
Council Member Art Huebner

City of Menahga
Regular City Council Meeting
6 pm Tuesday, April 14, 2020

City Council Chambers
115 2nd Street NE
www.cityofmenahga.com

Agenda

A. Call to Order
1. Pledge of Allegiance

B. Roll Call

C. Approval of Minutes
1. March 10, 2020, Regular Meeting .....Pg. 7
2. March 17, 2020, Emergency Meeting.....Pg. 13

D. Public Forum and Correspondence

E. Consent Agenda
1. City as Fiduciary Agent for Fire Relief Donation

F. Public Hearings

G. Acknowledgement of receipt of board/commission minutes
1. Green Pine Acres Board Minutes.....Pg. 23

H. Board/commission/committee reports

I. Staff Reports
1. Laura Ahlf – Green Pine Acres Administrator.....Pg. 55
2. Renata Parks – Northbound Spirits Manager.....Pg. 57
3. Ronald Yliniemi – Public Works Director.....Pg. 61
4. Chief Adam Gunderson – Police Department .....Pg. 63
5. Chief Dave Kicker – Fire Department.....Pg. 65
6. Curt Kreklau Jr. – City Administrator.....Pg. 67

J. New Business
1. DNR Timber Bids.....Pg. 71
2. Water Bill Reduction.....Pg. 83
3. MN Warn Resolution.....Pg. 87
4. Menahga Beach and Park Operations..... Pg. 103

K. Unfinished Business
1. Vacate Alley

L. Consideration of Bills.....Pg. 105

M. Adjournment

Comments from visitors must be informational in nature and not exceed five (5) minutes per issue. The City Council cannot engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the City Council protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public council meeting.

Menahga City Council Regular April
Tue, Apr 14, 2020 6:00 PM - 10:00 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.
https://www.gotomeet.me/CurtKreklau/menahga-city-council-regular-april

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Approval of Minutes

City of Menahga
Regular Meeting City Council Minutes
Tuesday, March 10, 2020

A. Call to Order

The Menahga City Council Held a Regular Meeting Tuesday, March 10, 2020. Mayor Liimatta called the meeting to order at 6:00 pm.

B. Roll Call

Comprising a quorum of the council, the following members were present:

Tim Ellingson	Robyn Keranen	Art Huebner
Karol Andreasen	Mayor Joan Liimatta	

- Pledge of Allegiance

C. Approval of Minutes

1. February 7, 2020, Special Meeting

Main Motion: To approve February 7, 2020, Special Meeting Minutes

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

2. February 11, 2020, Regular Meeting Minutes

Main Motion: To approve February 11, 2020, Regular Meeting Minutes (with 2 grammar corrections)

Moved by:	Ellingson
Seconded by:	Andreasen
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Huebner, Keranen
Opposed:	None

D. Public Forum and Correspondence

1. Public Input

E. Consent Agenda

1. St. Urho Proclamation

F. Public Hearings

G. Acknowledgement of receipt of board/commission minutes

1. Green Pine Acres Board Minutes

H. Board/Commission/Committee Reports

I. Staff Reports

1. Laura Ahlf, Greenwood Connections Administrator

- Preparing for the Corona Virus by restricting and limiting visitors, all staff that has been out of state must wear a mask
- Census – we are full
- Annual training on site now
    1. 8 hours for nurses
    2. 6 hours for all other staff
- State inspection March 31, 2020

Main Motion: To accept Green Pine Acres Board Minutes as presented and report by Administrator Laura Ahlf

Moved by:	Huebner
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

2. Renata Parks, Liquor Store Manager
    - Having a DJ for St. Urho weekend on Friday and Saturday
    - Went to the cities, got a quote for new bar sink
    - Councilmember Andreasen gave an update on a new sign and asked the council what time frame they want to proceed

Main Motion: To authorize Liquor Store purchasing bar stools, chairs, and a sink with a limit of $5,000

Moved by:	Andreasen
Seconded by:	Liimatta
Action:	Motion carried by 3-2 voice vote
In favor:	Ellingson, Andreasen, Liimatta
Opposed:	Keranen, Huebner

Main Motion: To accept Liquor Store report as presented by Manger, Renata Parks

Moved by:	Ellingson
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

3. Ron Yliniemi, Public Works Director
    - Discussed leasing trucks for Public Works
    - Snow removal – cleared sidewalks on both sides on Main Street
    - Hiring Lifeguards

Main Motion: To post for 3 Lifeguard positions; 1 Sr Lifeguard ($11.00 per hour) and 2 Jr Lifeguards ($10.50 per hour)

Moved by:	Ellingson
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote

In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- Frisbee Golf
- Generators
- Flipping "Beehives" (tops of storm drains) for winter

Main Motion: To accept Public Works report as presented by Director, Ron Yliniemi

Moved by:	Ellingson
Seconded by:	Keranen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

4. Chief Adam Gunderson, Police Department
    - 124 calls for February
    - 4803 was in a pursuit damaging squad
    - 4802 new squad is ready to be picked up
    - Committee met twice
        1. Scored applicants
        2. Interviewed applicants
    - Asking for approval to hire Andrew Kray pending background check

Main Motion: To approve hire of Andrew Kray as Part-Time Police Officer at $18.84 per hour, pending background check

Moved by:	Huebner
Seconded by:	Keranen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- Committee meeting scheduled for March 24th
- Councilmember Ellingson stated cars do not stop for pedestrians
- Chief Gunderson would like to do a monthly article in the newspaper

Main Motion: To accept Police Department report as presented by Chief Gunderson

Moved by:	Huebner
Seconded by:	Ellingson
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

5. Chief Dave Kicker, Fire Department (presented by Administrator Kreklau)
    - Finalized and reviewed chassis the modifications for the new fire truck
6. Curt Kreklau Jr, City Administrator
    - Upgraded all city computers to Windows 10 except the Point of Sale at the Liquor Store
    - Issues with Banyon for over a week and a half. Banyon is working on the issue and we have not heard back yet.

- Would like to look at getting different software
- Councilmember Ellingson stated there were problems with the city's website. Chief Gunderson checked on the website and said he was not having issues with it.
- Union negotiations
- Microsoft Office365

Main Motion: To approve purchase of Microsoft Office 365 for Councilmembers

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- EAP Proposal

Main Motion: To accept EAP Proposal

Moved by:	Huebner
Seconded by:	Andreasen
Action:	Motion carried by a 4-1 voice vote
In favor:	Andreasen, Liimatta, Keranen, Huebner
Opposed:	Ellingson

- Allpaid (Previously GovPay) Credit Card

Main Motion: To adopt Allpaid (credit card processing)

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- TownCloud Agenda and Minutes Software

Main Motion: To approve TownCloud software for a 1-year trial

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by 3-2 voice vote
In favor:	Andreasen, Keranen, Huebner
Opposed:	Ellingson, Liimatta

J. New Business

1. Initiative Foundation Presentation and Funding Request

Main Motion: To support Initiative Foundation in the amount of $725.00

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion carried by a 3-1 voice vote – Andreasen abstained
In favor:	Liimatta, Keranen, Huebner
Opposed:	Ellingson

2. Fire Contracts

Main Motion: To approve Fire Contracts contingent upon township approval

Moved by:	Liimatta
Seconded by:	Keranen
Action:	Motion carried by 4-1 voice vote
In favor:	Andreasen, Liimatta, Keranen, Huebner
Opposed:	Ellingson

3. EAP Proposal
4. TownCloud Agenda and Minutes Software
5. Allpaid (Previously GovPay) Credit Card Processing
6. Hiring of New Part Time Police Officer
7. Water Conservation Report
    - We completed our Water Conservation Report – we have 0% unaccounted for water
8. Campground Attendant
    - Mayor Liimatta would like to see 2 people staying at the campground for the summer as campground attendants

K. Unfinished Business

1. Vacate Alley – Between Fir NW and Hickory NW, Main St NW and 1st St NW

Main Motion: To commence to vacate the alley as presented

Moved by:	Ellingson
Seconded by:	Liimatta
Action:	Motion failed by 2-3 voice vote
In favor:	Ellingson, Liimatta
Opposed:	Andreasen, Keranen, Huebner

L. Consideration of Bills

Main Motion: To adopt new budget information with check detail register for the packets

Moved by:	Keranen
Seconded by:	Huebner
Action:	Motion passed by 3-2 voice vote
In favor:	Andreasen, Keranen, Huebner
Opposed:	Ellingson, Liimatta

Main Motion: To allow no new major purchases or leases until annual audit report is back

Moved by:	Ellingson
Seconded by:	Liimatta
Action:	Motion failed by 2-3 voice vote
In favor:	Ellingson, Liimatta
Opposed:	Andreasen, Keranen, Huebner

Main Motion: To pay the bills

Moved by:	Huebner
Seconded by:	Keranen
Action:	Motion passed by 3-2 voice vote
In favor:	Andreasen, Keranen, Huebner
Opposed:	Ellingson, Liimatta

M. Adjourn

Main Motion: To adjourn at 9:17 pm

Moved by:	Huebner
Seconded by:	Keranen
Action:	Motion passed by a 3-2 voice vote
In favor:	Andreasen, Keranen, Huebner
Opposed:	Ellingson, Liimatta

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Curtis Kreklau Jr, City Administrator Joan Liimatta, Mayor

City of Menahga
Emergency Meeting City Council Minutes
Tuesday, March 17, 2020

- **Call to Order**

The Menahga City Council Held an Emergency Meeting Tuesday, March 17, 2020. Mayor Liimatta called the meeting to order at 2:00 pm.

- **Roll Call**

Comprising a quorum of the council, the following members were present:

Tim Ellingson	Robyn Keranen	Art Huebner
Karol Andreasen	Mayor Joan Liimatta	

- **Pledge of Allegiance**
- **To discuss Governor's Peacetime Emergency Declaration**

- **Consider/approve departmental action plans**

Main Motion: To approve Administrator as official contact for City Hall and Deputy Clerk as fall back

Moved by:	Huebner
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- **Discuss/decide on contingency plans for Full Response**

Main Motion: To approve Administrator in conjunction with mayor or vice-mayor to decide transition to full response plan

Moved by:	Liimatta
Seconded by:	Ellingson
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

Main Motion: To approve implement daily temperature check protocol similar to Nursing Home on all city employees. Administrator or Deputy Clerk ability to send people home. With the exception of the Fire Department.

Moved by:	Huebner
Seconded by:	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

- **Adjourn**

Main Motion: To adjourn at 2:45 pm

Moved by:	Huebner
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote
In favor:	Ellingson, Andreasen, Liimatta, Keranen, Huebner
Opposed:	None

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Curtis Kreklau Jr, City Administrator Joan Liimatta, Mayor

Public Forum and Correspondence

Consent Agenda

Public Hearings

Acknowledgment of Receipt of Board/ Commission Minutes

GREENWOOD CONNECTIONS
BOARD MEETING MINUTES
April 7, 2020

PRESENT via conference call: Steve Koehne, Lyn Pinnick, Glenda Komulainen, Jan Hillstrom, Karol Andreasen, Joanie Liimatta, Carol Waaraniemi, Laura Ahlf, Alisha Hendrickson

ABSENT:

A. Call to Order

President Koehne called the meeting to order at 3:05 pm.

B. Approval of Minutes

Main Motion:	To approve the March 3, 2020 Meeting Minutes
Moved by:	Liimatta
Seconded by:	Pinnick
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

C. Payment of Bills

Main Motion:	To approve the March 2020 bills
Moved by:	Andreasen
Seconded by:	Liimatta
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

D. Financial Report

- Ahlf discussed the February 2020 financial report. She informed the board that the nursing home census was 87.94 % for March 2020.

Main Motion:	To approve the February 2020 Financial Report
Moved by:	Waaraniemi
Seconded by:	Andreasen
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

E. Employees Terminated/Separated/Hired

- Hired: Hailey Hillukka; NAR, Sequoia Jade Jones; NAR, Lillian Koski; Hsk/Lnd, Rylee Wolfe; NAR
- Terminated/Separated: Julie Nordstrom; LPN, Karen Kotila; Hsk Aide, Tara Rychnovsky; NAR
- Open Positions
    - Two LPN or RN on PMs
    - Two NAR on night shift
    - Two NAR on day shift

Main Motion:	**The Board would like to thank the staff for all they do and for their willingness to work at this time**
Moved by:	Pinnick
Seconded by:	Komulainen
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

Main Motion:	**To approve the March 2020 Terminated/Separated/New Hire Employment Report**
Moved by:	Hillstrom
Seconded by:	Waaraniemi
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

F. Emergency PTO Policy

- Ahlf explained and discussed with the Board the Emergency PTO policy that was created due to the Family First Coronavirus Response Act

Main Motion:	**To accept the Emergency PTO Policy and recommend Ahlf to amend the policy as needed according to changes in CDC guidelines**
Moved by:	Waaraniemi
Seconded by:	Hillstrom
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

G. Coronavirus

- Ahlf updated the board on what actions have been put into place to prepare for the coronavirus
  - Minnesota Department of Health(MDH) and Centers for Disease Control (CDC) guidelines are being followed at the nursing home and assisted living for dining, activities, staff screenings, etc. Staff is wearing homemade, fabric masks while working as source control.
  - Ahlf plans to apply for a small business loan to cover the pay of high risk employees that have a doctor's note to be off of work. If the employees are kept on the payroll this loan can be forgiven.
  - The back side of the TCU will be blocked off and used as a quarantine unit for COVID positive residents. The same staff will be scheduled to work only in that area and will work 12 hour shifts. All tasks such as housekeeping and laundry will be completed by the staff working in the quarantine unit. There will be one room available for staff to shower in before leaving the building and they will enter and exit directly from the day room door.
  - For PPE we have approximately 1,500 surgical masks, 150 gowns, 96 face shields and 270 N95 or KN95 masks. An additional 4,000 surgical masks have been ordered. Additional gowns will be ordered when they come available.

H. Hazard Pay

- Ahlf discussed options for Hazard Pay in the event there are COVID-19 positive residents in the building
- The Department of Human Services will reimburse for extra charges related to COVID-19.
- The board made a recommendation for Ahlf to draft a Hazard Pay Policy and to look at what can be done for salaried employees who are working a lot of extra time during the COVID-19 emergency and email the policy to the board for approval

I. Elevator

- The elevator at Woodside Manor no longer works. There have been discussions with the Board over the past year that the control system for the elevator is obsolete and that parts can no longer be purchased if it breaks down.
- The motherboard could be replaced for $5,000 with a fifty percent chance of solving the problem.
- A quote received from Otis in the amount of $52,500 to replace the control system, car and track not included, was the lowest of three quotes received over the past year.

Main Motion:	To approve the quote for $52,500 to replace the elevator control system
Moved by:	Hillstrom
Seconded by:	Waaraniemi
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

J. Building Project Update

- Construction was stopped on March 12th
- Ahlf talked to the Minnesota Department of Health and they are now fine with the contractors finishing the project as long as there is no contact with staff or residents.
- Boser is willing to come back at this time to finish the project
- The Board recommends having Boser come back to complete the project

The next board meeting will be Tuesday, May 5, 2020 at 3:00 pm.

K. Meeting Adjourned

Main Motion:	To adjourn the meeting at 4:42 pm
Moved by:	Hillstrom
Seconded by:	Waaraniemi
Action:	Motion carried by unanimous voice vote
In favor:	Koehne, Pinnick, Komulainen, Hillstrom, Andreasen, Liimatta, Waaraniemi
Opposed:	None

Alisha Hendrickson
Secretary

Greenwood Connections - SNF
Transaction Journal - Invs./Adjs.
Date Range: 3/1/2020 to 3/31/2020

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	3/3/2020	2020-03	388-1	CARDMEMBER SERVICE		$7,621.27	Posted

Account	Amount	Description
612000-NURSING SUPPLIES	$168.01	
616600-NRSG TRNG & TRVL	$145.00	
622000-ACTIVITY SUPPLIES	$115.81	
627100-PHYSICAL THERAPY	$13.74	
626000-ACTIVITY TRNG & TRVL	$145.00	
628000-OTHER - ACTIVITIES	$121.40	
633000-FOOD EXPENSE	$91.63	
632000-DIETARY SUPPLIES	$9.00	
652000-HOUSEKEEPING SUPPLIES	$23.68	
663500-MINOR EQUIPMENT	$2,598.10	
664100-REPAIRS - EQT	$624.11	
664200-REPAIRS - BLDG	$99.75	
665500-PRCHD SERV-GARBAGE	$60.00	
671900-W/M - ACTIVITY EXP	$17.97	
675500-W/M - PRCHD SERV-GARBAGE	$60.00	
692000-A/D - SUPPLIES	$28.21	
803100-SEMINAR & BUS.MTGS	$2,718.49	
804200-TRAVEL & VAN MAINTENANCE	$10.99	
807800-DATA PROCESSING FEES	$438.30	
808000-OTHER ADMIN & AGENT FEES	$35.00	
902000-PRE-EMPLNT ASSESMNT	$27.30	
902900-OTHER EMPLOYEE BENEFITS	$69.78	

	3/3/2020	2020-03	388-2	CITY OF MENAHGA		$2,528.17	Posted

Account	Amount	Description
673000-W/M - UTILITIES	$1,725.09	
663000-UTILITIES	$803.08	

	3/3/2020	2020-03	388-4	eSolutions, Inc.		$53.86	Posted

Account	Amount	Description
807800-DATA PROCESSING FEES	$53.86	

	3/3/2020	2020-03	388-3	COLONIAL LIFE		$1,175.30	Posted

Account	Amount	Description
215800-CANCER & INT CARE INS.	$1,175.30	

	3/3/2020	2020-03	388-5	HENDRICKSON, ALISHA (PETTY C...		$122.40	Posted

Account	Amount	Description
662000-MAINTENANCE SPLY	$5.00	
671900-W/M - ACTIVITY EXP	$19.99	
672000-W/M - SUPPLIES	$42.41	
802200-POSTAGE	$55.00	

	3/3/2020	2020-03	388-6	INPRO CORPORATION		$456.89	Posted

Account	Amount	Description

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
664200-REPAIRS - BLDG	$456.89						
	3/3/2020	2020-03	388-7	JACOB, TROY		$75.00	Posted
Account	**Amount**	**Description**					
662000-MAINTENANCE SPLY	$25.00						
804200-TRAVEL & VAN MAINTENANCE	$50.00						
	3/3/2020	2020-03	388-9	MENAHGA MARINE & RENTAL, LLC		$92.40	Posted
Account	**Amount**	**Description**					
628000-OTHER - ACTIVITIES	$92.40						
	3/3/2020	2020-03	388-8	LTC PROFESSIONALS, PLLC		$2,000.00	Posted
Account	**Amount**	**Description**					
617600-NURSE CONSULTANT	$2,000.00						
	3/3/2020	2020-03	388-10	MINNESOTA POWER		$1,919.64	Posted
Account	**Amount**	**Description**					
673000-W/M - UTILITIES	$1,919.64						
	3/3/2020	2020-03	388-11	MN DEPT OF HEALTH		$7,008.00	Posted
Account	**Amount**	**Description**					
701500-NRSG HM LICENSE	$7,008.00						
	3/3/2020	2020-03	388-12	MARCO		$569.06	Posted
Account	**Amount**	**Description**					
802100-OFFICE SUPPLIES	$267.11						
802000-OFFICE EQUIPMENT LEASES	$301.95						
	3/3/2020	2020-03	388-13	SFM		$7,036.00	Posted
Account	**Amount**	**Description**					
105000-PREPAID INSURANCE	$7,036.00						
	3/3/2020	2020-03	388-14	STAR TRIBUNE		$88.92	Posted
Account	**Amount**	**Description**					
622000-ACTIVITY SUPPLIES	$88.92						
	3/9/2020	2020-03	389-1	ADVANCED HEALTH INSTITUTE		$3,528.60	Posted
Account	**Amount**	**Description**					
621000-SOC SERV CONSULTANT	$3,528.60						
	3/9/2020	2020-03	389-2	AEGIS THERAPIES, INC.		$27,729.09	Posted
Account	**Amount**	**Description**					
625300-MSHO RUGS - PT	$295.68						
625400-MSHO RUGS - OT	$322.56						
627100-PHYSICAL THERAPY	$330.61						
627300-OCCUPATIONAL THERAPY	$127.05						
627800-Managed Care - OT - Part B E	$710.46						
626100-MC-A PHYS.THERAPY	$6,616.09						
626200-MC-A SPEECH	$366.62						
626300-MC-A OCCUP.THERAPY	$7,164.31						

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
626400-MC-B PHYS. THERAPY	$1,917.75						
626500-MC-B SPEECH	$208.06						
626600-MC-B OCCUP.THERAPY	$1,902.99						
626700-Managed Care PT- Part B Expen	$1,512.83						
626800-Medicare Adv - P.T. - Part A	$2,988.16						
626900-Medicare Adv - O.T. - Part A	$2,814.56						
627000-Medicare Adv - Speech - Part	$451.36						
	3/9/2020	2020-03	389-22	NORTHWEST RESPIRATORY SERVIC...		$677.72	Posted
Account	**Amount**	**Description**					
612000-NURSING SUPPLIES	$120.00						
612700-MC-A RESPIRATORY	$172.72						
612500-MC-A NURSING SPLY	$385.00						
	3/9/2020	2020-03	389-3	AMERIPRIDE SERVICES, INC		$135.55	Posted
Account	**Amount**	**Description**					
652000-HOUSEKEEPING SUPPLIES	$135.55						
	3/9/2020	2020-03	389-4	BRAINERD MEDICAL SUPPLY INC.		$189.00	Posted
Account	**Amount**	**Description**					
613800-Medicare Adv - Nursing Suppl	$189.00						
	3/9/2020	2020-03	389-15	LAKES AREA COOPERATIVE		$150.33	Posted
Account	**Amount**	**Description**					
633000-FOOD EXPENSE	$46.96						
671900-W/M - ACTIVITY EXP	$103.37						
	3/9/2020	2020-03	389-5	COLE PAPERS INC.		$1,209.70	Posted
Account	**Amount**	**Description**					
632000-DIETARY SUPPLIES	$413.25						
642000-LAUNDRY SUPPLIES	$336.26						
652000-HOUSEKEEPING SUPPLIES	$41.99						
663500-MINOR EQUIPMENT	$153.30						
612000-NURSING SUPPLIES	$264.90						
	3/9/2020	2020-03	389-6	CliftonLarsonAllen LLP		$7,350.00	Posted
Account	**Amount**	**Description**					
677700-W/M - AUDIT	$218.00						
807700-AUDIT FEES	$6,989.00						
697700-A/D - AUDIT	$31.00						
687700-H/H - AUDIT	$112.00						
	3/9/2020	2020-03	389-7	CULINEX		$174.02	Posted
Account	**Amount**	**Description**					
663500-MINOR EQUIPMENT	$174.02						
	3/9/2020	2020-03	389-21	NORTHSIDE FLORAL LLC		$13.90	Posted
Account	**Amount**	**Description**					
628000-OTHER - ACTIVITIES	$13.90						

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	3/9/2020	2020-03	389-8	DIRECT SUPPLY INC.		$9.07	Posted
Account	**Amount**	**Description**					
663500-MINOR EQUIPMENT	$9.07						
	3/9/2020	2020-03	389-10	FORUM COMMUNICATIONS COMPANY		$640.00	Posted
Account	**Amount**	**Description**					
674500-W/M - ADVERTISING	$217.60						
694600-A/D - ADVERTISING	$32.00						
804600-ADVERTISING GENERAL	$390.40						
	3/9/2020	2020-03	389-13	INTERSTATE OFFICE PRODUCTS		$45.55	Posted
Account	**Amount**	**Description**					
802100-OFFICE SUPPLIES	$45.55						
	3/9/2020	2020-03	389-9	ePROVIDER SOLUTIONS		$99.00	Posted
Account	**Amount**	**Description**					
807800-DATA PROCESSING FEES	$99.00						
	3/9/2020	2020-03	389-11	GLACIER SALT INC.		$617.25	Posted
Account	**Amount**	**Description**					
672000-W/M - SUPPLIES	$328.50						
662000-MAINTENANCE SPLY	$288.75						
	3/9/2020	2020-03	389-12	G & T SANITATION INC.		$770.52	Posted
Account	**Amount**	**Description**					
665500-PRCHD SERV-GARBAGE	$565.58						
675500-W/M - PRCHD SERV-GARBAGE	$204.94						
	3/9/2020	2020-03	389-14	LAKE, NORMA		$598.27	Posted
Account	**Amount**	**Description**					
504100-W/M - RENT REV	$194.39						
202500-WM SECUR DEP	$350.00						
202600-SECURITY DEPOSIT LIABILITY	$53.67						
672500-W/M - SECURITY DEP INT EXPENSE	$0.21						
	3/9/2020	2020-03	389-16	L & M FLEET SUPPLY INC.		$130.95	Posted
Account	**Amount**	**Description**					
662000-MAINTENANCE SPLY	$49.98						
663500-MINOR EQUIPMENT	$80.97						
	3/9/2020	2020-03	389-17	MINNESOTA POWER		$5,082.90	Posted
Account	**Amount**	**Description**					
663000-UTILITIES	$5,082.90						
	3/9/2020	2020-03	389-18	MINNESOTA ENERGY RESOURCES		$2,004.10	Posted
Account	**Amount**	**Description**					
663000-UTILITIES	$2,004.10						
	3/9/2020	2020-03	389-19	NETWORK SERVICES COMPANY		$1,836.65	Posted

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
Account	**Amount**	**Description**					
652000-HOUSEKEEPING SUPPLIES	$1,262.11						
652000-HOUSEKEEPING SUPPLIES	($177.72)						
642000-LAUNDRY SUPPLIES	$137.61						
632000-DIETARY SUPPLIES	$35.10						
672000-W/M - SUPPLIES	$177.72						
612000-NURSING SUPPLIES	$401.83						
	3/9/2020	2020-03	389-20	NORTHLAND NUTRITION CONSULTI...		$921.75	Posted
Account	**Amount**	**Description**					
637000-DIETICIAN CONSULT FEES	$921.75						
	3/9/2020	2020-03	389-27	WEST CENTRAL TELEPHONE		$3,721.90	Posted
Account	**Amount**	**Description**					
672900-W/M - CABLE TV	$230.00						
674900-W/M - TELEPHONE/DSL	$107.10						
623000-CABLE T.V.	$292.00						
623300-RESIDENT PHONE	$37.10						
802000-OFFICE EQUIPMENT LEASES	$1,048.74						
807800-DATA PROCESSING FEES	$1,200.00						
804900-TELEPHONE/DSL	$732.76						
684900-H/H - TELEPHONE	$74.20						
	3/9/2020	2020-03	389-23	OPTION CARE		$14,972.03	Posted
Account	**Amount**	**Description**					
612600-MC-A STERILE SPLY	$14,972.03						
	3/9/2020	2020-03	389-26	TRI-COUNTY HEALTH CARE		$10.56	Posted
Account	**Amount**	**Description**					
614300-Medicare Adv - Labs	$10.56						
	3/9/2020	2020-03	389-24	QUILL CORPORATION		$453.28	Posted
Account	**Amount**	**Description**					
663500-MINOR EQUIPMENT	$109.99						
802100-OFFICE SUPPLIES	$343.29						
	3/9/2020	2020-03	389-25	SHELL SPORT & BAIT		$196.60	Posted
Account	**Amount**	**Description**					
804200-TRAVEL & VAN MAINTENANCE	$118.35						
662000-MAINTENANCE SPLY	$78.25						
	3/11/2020	2020-03	390-1	DHS MEDICAL CARE SURCHARGE		$15,247.91	Posted
Account	**Amount**	**Description**					
701100-SURCHARGE	$15,247.91						
	3/11/2020	2020-03	390-2	ENCOUNTER TELEHEALTH, LLC		$150.00	Posted
Account	**Amount**	**Description**					
628200-MDCR/MSHO/MCD ANCILLARY EXP	$150.00						

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	3/11/2020	2020-03	390-3	HEALTHCARE ENVIRONMENTAL SER...		$456.80	Posted
Account	**Amount**	**Description**					
665500-PRCHD SERV-GARBAGE	$456.80						
	3/11/2020	2020-03	390-4	MCKESSON		$6,968.96	Posted
Account	**Amount**	**Description**					
682000-H/H - SUPPLIES	$81.50						
663500-MINOR EQUIPMENT	$54.12						
633000-FOOD EXPENSE	$54.74						
618500-OTHER NURSING	$249.05						
612000-NURSING SUPPLIES	($81.50)						
612000-NURSING SUPPLIES	$5,693.21						
612500-MC-A NURSING SPLY	$917.84						
	3/11/2020	2020-03	390-5	MINNESOTA ENERGY RESOURCES		$857.13	Posted
Account	**Amount**	**Description**					
663000-UTILITIES	$857.13						
	3/11/2020	2020-03	390-6	NAPA AUTO PARTS		$49.46	Posted
Account	**Amount**	**Description**					
662000-MAINTENANCE SPLY	$14.28						
664100-REPAIRS - EQT	$35.18						
	3/11/2020	2020-03	390-9	TED'S HARDWARE		$46.44	Posted
Account	**Amount**	**Description**					
662000-MAINTENANCE SPLY	$46.44						
	3/11/2020	2020-03	390-7	PAN-O-GOLD		$395.46	Posted
Account	**Amount**	**Description**					
633000-FOOD EXPENSE	$395.46						
	3/11/2020	2020-03	390-8	SEIP DRUG, MENAHGA		$4,725.34	Posted
Account	**Amount**	**Description**					
682000-H/H - SUPPLIES	$34.00						
613500-MC-A DRUGS	$2,524.59						
614700-MSHO RUGS - MEDICATIONS	$1,082.05						
614100-Medicare Adv - Drugs	$1,084.70						
	3/11/2020	2020-03	390-10	US FOODS INC.		$6,019.00	Posted
Account	**Amount**	**Description**					
633000-FOOD EXPENSE	$5,500.30						
632000-DIETARY SUPPLIES	$518.70						
	3/11/2020	2020-03	390-11	VERIZON WIRELESS		$184.12	Posted
Account	**Amount**	**Description**					
804900-TELEPHONE/DSL	$184.12						
	3/13/2020	2020-03	391-1	ESSENTIA HEALTH		$29.60	Posted
Account	**Amount**	**Description**					

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
613700-MC-A LABS	$29.60						
	3/13/2020	2020-03	391-2	FOOD SERVICES OF AMERICA		$2,387.47	Posted
Account	**Amount**	**Description**					
632000-DIETARY SUPPLIES	$307.05						
633000-FOOD EXPENSE	$2,080.42						
	3/13/2020	2020-03	391-3	INFINITE HEALTH COLLABORATIV...		$90.00	Posted
Account	**Amount**	**Description**					
613600-MC-A X-RAYS	$90.00						
	3/13/2020	2020-03	391-4	KEMPS LLC		$2,823.53	Posted
Account	**Amount**	**Description**					
633000-FOOD EXPENSE	$2,823.53						
	3/13/2020	2020-03	391-5	MINNESOTA ENERGY RESOURCES		$1,420.55	Posted
Account	**Amount**	**Description**					
673000-W/M - UTILITIES	$1,420.55						
	3/13/2020	2020-03	391-6	MN CHILD SUPPORT PAYMENT CEN...		$48.45	Posted
Account	**Amount**	**Description**					
215900-OTHER EMPLOYEE W/H	$48.45						
	3/13/2020	2020-03	391-7	RELIASTAR LIFE INSURANCE CO.		$100.00	Posted
Account	**Amount**	**Description**					
214800-PEDC W/H EMPLEE	$100.00						
	3/13/2020	2020-03	391-8	ST. JOSEPH'S AREA HEALTH SER...		$114.70	Posted
Account	**Amount**	**Description**					
613600-MC-A X-RAYS	$97.81						
613700-MC-A LABS	$16.89						
	3/13/2020	2020-03	392-1	TASC FLEX		$192.30	Posted
Account	**Amount**	**Description**					
214200-EMPLOYEE FLEX ACCT PAYABLE	$192.30						
	3/17/2020	2020-03	393-1	AMERICAN QUALITY FOODS		$165.80	Posted
Account	**Amount**	**Description**					
633000-FOOD EXPENSE	$165.80						
	3/17/2020	2020-03	393-2	CONSULTANT PHARMACIST INC.		$950.00	Posted
Account	**Amount**	**Description**					
617200-CNSLT PHARMACIST	$950.00						
	3/17/2020	2020-03	393-3	ESSENTIA HEALTH		$50.00	Posted
Account	**Amount**	**Description**					
901900-EMPLOYEE DRUG TESTING	$50.00						
	3/17/2020	2020-03	393-4	GPA RESIDENT ACCOUNT		$76.50	Posted
Account	**Amount**	**Description**					

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
802100-OFFICE SUPPLIES	$76.50						
	3/17/2020	2020-03	393-5	MN PEIP		$42,764.92	Posted
Account	**Amount**	**Description**					
902200-GROUP MEDICAL INSURANCE	$42,764.92						
	3/17/2020	2020-03	393-6	OPTIMA SOLUTIONS TRAY CARD/M...		$125.00	Posted
Account	**Amount**	**Description**					
807800-DATA PROCESSING FEES	$125.00						
	3/17/2020	2020-03	393-7	POINT CLICK CARE TECHNOLOGIE...		$155.35	Posted
Account	**Amount**	**Description**					
807800-DATA PROCESSING FEES	$20.15						
617800-NURSING DATA PROCESSING FEES	$135.20						
	3/17/2020	2020-03	393-8	US FOODS INC.		$3,144.05	Posted
Account	**Amount**	**Description**					
632000-DIETARY SUPPLIES	$289.59						
633000-FOOD EXPENSE	$2,854.46						
	3/24/2020	2020-03	394-1	LeadingAge Minnesota		$65.00	Posted
Account	**Amount**	**Description**					
686400-H/H - TRAINING & TRAVEL	$65.00						
	3/24/2020	2020-03	394-2	DELTA DENTAL OF MINNESOTA		$4,321.20	Posted
Account	**Amount**	**Description**					
902100-DENTAL INSURANCE	$4,321.20						
	3/24/2020	2020-03	394-3	HENDRICKSON, ALISHA (PETTY C...		$192.92	Posted
Account	**Amount**	**Description**					
802200-POSTAGE	$165.00						
652000-HOUSEKEEPING SUPPLIES	$27.92						
	3/24/2020	2020-03	394-8	OTIS ELEVATOR COMPANY		$92.71	Posted
Account	**Amount**	**Description**					
674100-W/M - EQT REPAIR	$92.71						
	3/24/2020	2020-03	394-4	MEDICA		$727.50	Posted
Account	**Amount**	**Description**					
201100-A/R REFUNDS	$727.50						
	3/24/2020	2020-03	394-5	M STATE		$170.00	Posted
Account	**Amount**	**Description**					
903000-SCHOLARSHIP	$170.00						
	3/24/2020	2020-03	394-6	MIRABELLE MANAGEMENT, LLC		$315.00	Posted
Account	**Amount**	**Description**					
902800-CLERICAL TRNG & TRVL	$6.00						
696000-A/D - EDUCATION & TRAVEL	$2.00						
803100-SEMINAR & BUS.MTGS	$2.00						

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
686400-H/H - TRAINING & TRAVEL	$20.00						
676000-WM - TRNG & TRVL	$3.00						
666600-MNT TRNG & TRVL	$9.00						
656000-HSK TRNG & TRVL	$15.00						
636000-DIET TRNG-TRVL	$35.00						
646000-LNDRY TRNG & TRVL	$7.00						
616600-NRSG TRNG & TRVL	$200.00						
626000-ACTIVITY TRNG & TRVL	$16.00						
	3/24/2020	2020-03	394-7	NCPERS GROUP LIFE INS.		$128.00	Posted
Account	**Amount**	**Description**					
215700-EMPLOYEE LIFE INS.	$128.00						
	3/24/2020	2020-03	394-9	UNUM LIFE INSURANCE COMPANY ...		$380.56	Posted
Account	**Amount**	**Description**					
902300-GRP LIFE INSURANCE	$380.56						
	3/24/2020	2020-03	394-10	UNUM SUP LIFE INSURANCE CO. ...		$275.63	Posted
Account	**Amount**	**Description**					
215700-EMPLOYEE LIFE INS.	$275.63						
	3/25/2020	2020-03	399-1	PAYPAL EFT	SMOKE ALARM RELAY MODULE	$288.78	Posted
Account	**Amount**	**Description**					
674100-W/M - EQT REPAIR	$288.78						
	3/27/2020	2020-03	395-1	TASC FLEX		$192.30	Posted
Account	**Amount**	**Description**					
214200-EMPLOYEE FLEX ACCT PAYABLE	$192.30						
	3/27/2020	2020-03	396-1	FIDELITY SECURITY LIFE		$44.73	Posted
Account	**Amount**	**Description**					
215500-AVESIS INS W/H (EMPLOYEE)	$44.73						
	3/27/2020	2020-03	396-3	OPTION CARE		$3,647.00	Posted
Account	**Amount**	**Description**					
613900-Medicare Adv - Sterile Suppli	$3,647.00						
	3/27/2020	2020-03	396-2	MN CHILD SUPPORT PAYMENT CEN...		$48.45	Posted
Account	**Amount**	**Description**					
215900-OTHER EMPLOYEE W/H	$48.45						
	3/27/2020	2020-03	396-4	RELIASTAR LIFE INSURANCE CO.		$100.00	Posted
Account	**Amount**	**Description**					
214800-PEDC W/H EMPLEE	$100.00						
	3/27/2020	2020-03	396-5	VOIGT, RODE, BOXETH & COFFIN...		$17,442.10	Posted
Account	**Amount**	**Description**					
807400-LEGAL FEES	$17,442.10						
	3/27/2020	2020-03	398-1	MN DEPT. OF REVENUE (C)		$5,142.00	Posted

Tx. Status: All

Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
Account	**Amount**	**Description**				
215300-STATE W/H (EMPLOYEE)	$5,142.00					
3/27/2020	2020-03	398-2	INTERNAL REVENUE SERVICE		$33,459.91	Posted
Account	**Amount**	**Description**				
215200-FEDERAL W/H (EMPLOYEE)	$10,239.69					
215100-FICA (EMPLOYEE)	$11,610.12					
675100-W/M - FICA	$305.32					
685100-H/H - FICA	$633.00					
695100-A/D - FICA	$77.89					
901100-FICA -(EMPLOYER'S SHARE)	$10,593.89					
3/27/2020	2020-03	398-3	PERA		$18,667.11	Posted
Account	**Amount**	**Description**				
902500-PERA -(EMPLOYER'S SHARE)	$8,968.34					
695200-A/D - PERA	$79.03					
685200-H/H - PERA	$639.82					
675200-W/M - PERA	$313.04					
215400-PERA W/H (EMPLOYEE)	$8,666.88					
3/27/2020	2020-03	398-4	FIRST NATIONAL BANK HSA		$8,227.10	Posted
Account	**Amount**	**Description**				
215600-HSA (EMPLOYEE)	$2,971.10					
682700-H/H - HSA	$198.58					
672700-W/M - HSA	$178.52					
692700-A/D - HSA	$48.63					
902700-HSA (EMPLOYER SHARE)	$4,830.27					
3/30/2020	2020-03	397-1	MN DEPT. OF REVENUE (C)		$5,417.00	Posted
Account	**Amount**	**Description**				
215300-STATE W/H (EMPLOYEE)	$5,417.00					
3/30/2020	2020-03	397-2	INTERNAL REVENUE SERVICE		$34,469.98	Posted
Account	**Amount**	**Description**				
215200-FEDERAL W/H (EMPLOYEE)	$10,785.59					
215100-FICA (EMPLOYEE)	$11,842.19					
675100-W/M - FICA	$307.90					
901100-FICA -(EMPLOYER'S SHARE)	$10,909.35					
695100-A/D - FICA	$78.95					
685100-H/H - FICA	$546.00					
3/30/2020	2020-03	397-3	PERA		$18,968.93	Posted
Account	**Amount**	**Description**				
685200-H/H - PERA	$554.59					
695200-A/D - PERA	$80.09					
902500-PERA -(EMPLOYER'S SHARE)	$9,211.66					
675200-W/M - PERA	$315.58					
215400-PERA W/H (EMPLOYEE)	$8,807.01					

Tx. Status: All

	Eff. Date	Year-Per	Batch	Vendor	Description	Amount	Status
	3/30/2020	2020-03	397-4	FIRST NATIONAL BANK HSA		$8,227.10	Posted

Account	Amount	Description
215600-HSA (EMPLOYEE)	$2,971.10	
682700-H/H - HSA	$210.25	
672700-W/M - HSA	$168.20	
902700-HSA (EMPLOYER SHARE)	$4,828.59	
692700-A/D - HSA	$48.96	

Greenwood Connections - SNF
BALANCE SHEET
As Of 2/29/2020

	CURRENT PERIOD Actual $	PREVIOUS YEAR Actual $
Assets		
Current Assets		
Bank Accounts		
Operating Cash Account		
101000 PETTY CASH	200.00	200.00
101500 PETTY CASH - RESIDENT ACCT	400.00	400.00
101800 MONEY MARKET (OPERATING)	304,996.67	451,355.25
101900 TRU-STAR CHECKING	5,713.87	4,713.87
102000 OPERATING CHECKING	228,306.88	199,747.29
102800 OPER FUND C.D.	588,350.33	588,350.33
TOTAL Operating Cash Account	**1,127,967.75**	**1,244,766.74**
Trust Funds Accounts		
103300 GPA SCHLRSHP FND	576.15	576.15
103500 TRST FND CHK & SVG	16,802.59	17,040.13
TOTAL Trust Funds Accounts	**17,378.74**	**17,616.28**
Capital Improvement Acct		
102100 CAP. IMPROV.-C.D.	250,000.00	250,000.00
TOTAL Capital Improvement Acct	**250,000.00**	**250,000.00**
Deferred Assets		
103100 PERA DEFERRED OUTFLOWS	570,837.00	570,837.00
TOTAL Deferred Assets	**570,837.00**	**570,837.00**
Sinking Fund Accounts		
101700 MONEY MARKET (SINKING FUND)	78,856.39	271,419.76
103400 SNKG FND CHK & SVG	202.02	176.61
TOTAL Sinking Fund Accounts	**79,058.41**	**271,596.37**
Resident Trust Fund		
102600 Resident Trust Account	8,296.51	7,391.38
TOTAL Resident Trust Fund	**8,296.51**	**7,391.38**
TOTAL Bank Accounts	**2,053,538.41**	**2,362,207.77**
Accounts Receivable		
GPA Receivables		
103900 Accounts Receivable - Private	21,245.22	73,693.75
103901 A/R - RESIDENT LIABILITY	36,121.61	20,642.80
104000 Accounts Receivable - Medicaid	355,087.46	314,991.28
104001 A/R-MEDICAID PENDING	61,307.43	34,750.56
104300 Accounts Receivable - Medicare	98,542.93	89,397.83
104400 Accounts Receivable - Hospice	(20,694.76)	(39,125.68)
104600 Accounts Rec - Medicare Part B	1,381.84	2,724.32
104900 Accounts Rec -Other Insurance	179,467.41	218,685.13
TOTAL GPA Receivables	**732,459.14**	**715,759.99**
WM/HH/AD Receivables		
103600 ALF-PP-ACCTS RCVBL	52,773.06	45,536.98
103700 ALF-MA/MSHO-ACCTS RCVBL	21,153.67	38,562.74
TOTAL WM/HH/AD Receivables	**73,926.73**	**84,099.72**
Other Receivables		
104800 ALLOW.UNCOLLECT ACCTS	(10,000.00)	(10,000.00)
105300 OUT PT THERAPY REC	885.52	1,579.33
105500 OPR FND ACCR INT	7,477.42	7,477.42
106400 DUE FROM MEDICARE (Bad Debt)	38,613.94	38,613.94
TOTAL Other Receivables	**36,976.88**	**37,670.69**
TOTAL Accounts Receivable	**843,362.75**	**837,530.40**
Other Current Assets		
Prepaid Expenses		
105000 PREPAID INSURANCE	37,249.36	49,799.36
105100 PPD HLTH INS	40,473.00	40,473.00
105200 PREPAID DATA PROCESSING	3,026.62	6,189.00
105400 Prepaid Expenses	7,516.00	0.00
TOTAL Prepaid Expenses	**88,264.98**	**96,461.36**
TOTAL Other Current Assets	**88,264.98**	**96,461.36**
TOTAL Current Assets	**2,985,166.14**	**3,296,199.53**
Fixed Assets		
GPA Long Term Assets		
109000 CAPITALIZED INTEREST FUND	84,818.00	84,818.00
109100 PROJECT FUND	944,847.00	944,847.00
111000 LAND	87,340.00	87,340.00

Greenwood Connections - SNF
BALANCE SHEET
As Of 2/29/2020

	CURRENT PERIOD Actual $	PREVIOUS YEAR Actual $
GPA Long Term Assets (con't)		
111100 LAND IMPROVEMENTS	52,252.48	52,252.48
111200 ACCUM DEPREC LAND IMPROVE	(43,112.86)	(42,988.86)
112000 BUILDING	7,241,905.41	7,241,492.91
112100 ACCUM DEPREC BLDG	(2,244,180.39)	(2,211,853.89)
113000 GPA-CONST IN PROG	369,323.00	369,323.00
117000 EQPT & FURN	1,159,136.64	1,108,159.11
117100 ACCUM DEPREC E&F	(884,782.46)	(879,566.12)
TOTAL GPA Long Term Assets	**6,767,546.82**	**6,753,823.63**
W/M Long Term Assets		
111300 W/M LAND IMPROVE	13,952.50	13,952.50
112200 W/M - BUILDING	2,226,512.71	2,221,770.50
116200 W/M EQT & FRN	151,147.40	151,147.40
116300 W/M ACCUM.DEP E&F	(1,363,965.40)	(1,353,080.06)
TOTAL W/M Long Term Assets	**1,027,647.21**	**1,033,790.34**
A/D Long Term Assets		
112600 A/D - BUILDING	69,161.00	69,161.00
116600 A/D EQPT & FURN	5,830.68	5,830.68
116700 A/D-ACCUM DEPR E & F & B	(27,901.40)	(27,840.90)
TOTAL A/D Long Term Assets	**47,090.28**	**47,150.78**
H/H Long Term Assets		
116400 H/H EQPT & FURN	1,323.06	1,323.06
116500 H/H-ACCUM DEP E&F	(1,323.06)	(1,323.06)
TOTAL H/H Long Term Assets	**0.00**	**0.00**
TOTAL Fixed Assets	**7,842,284.31**	**7,834,764.75**
TOTAL Assets	**10,827,450.45**	**11,130,964.28**
Liabilities & Equities		
Liabilities		
Account Payable		
Operating Payables		
201000 ACCOUNTS PAYABLE	96,396.43	96,396.43
201100 A/R REFUNDS	(15.73)	(15.73)
214600 SPECIAL ASSESSMENTS PAY	11,091.00	6,591.00
214700 SALES TAX	49.97	406.13
244000 DUE TO MEDICAID	2,129.19	2,129.19
TOTAL Operating Payables	**109,650.86**	**105,507.02**
TOTAL Account Payable	**109,650.86**	**105,507.02**
Other Current Liability		
Employee Benefits Payable		
203000 PERA NET PENSION LIABILITY	2,762,700.00	2,762,700.00
203100 PERA DEFERRED INFLOWS	673,296.00	673,296.00
213000 ACCRUED SALARIES PAYABLE	81,620.26	200,140.02
214800 PEDC W/H EMPLEE	(328.00)	(328.00)
214900 ACCRUED PERA PAYABLE	23,014.62	11,960.51
215000 ACCRUED PAYROLL TAXES PAYABLE	44,926.65	14,647.71
215200 FEDERAL W/H (EMPLOYEE)	(0.20)	(0.20)
215500 AVESIS INS W/H (EMPLOYEE)	(17.51)	(17.53)
215600 HSA (EMPLOYEE)	10.10	0.10
215700 EMPLOYEE LIFE INS.	(758.36)	(385.98)
215800 CANCER & INT CARE INS.	3.86	3.86
216100 ACCR PTO NRSG	150,709.45	150,709.45
216200 ACCR PTO ACT	19,673.90	19,673.90
216300 ACCR PTO DIET	43,131.75	43,131.75
216400 ACCR PTO LNDRY	6,438.15	6,438.15
216500 ACCR PTO HSKG	16,104.22	16,104.22
216600 ACCR PTO MNT	24,520.48	24,520.48
216700 ACCR PTO ADM	41,765.98	41,765.98
216800 ACCR PTO WSM	17,016.20	17,016.20
216900 ACCR PTO H/H	18,155.72	18,155.72
217100 ACCR PTO A/D	1,197.34	1,197.34
218100 ACCR SICK GPA/MSRS	27,260.04	28,854.19
218300 ACCR SICK HH/ MSRS	1,397.72	1,397.72
TOTAL Employee Benefits Payable	**3,951,838.37**	**4,030,981.59**
Non Operating Payables		
202500 WM SECUR DEP	29,811.96	29,801.96

Greenwood Connections - SNF
BALANCE SHEET
As Of 2/29/2020

	CURRENT PERIOD	PREVIOUS YEAR
	Actual $	Actual $
Non Operating Payables (con't)		
202600 SECURITY DEPOSIT LIABILITY	675.46	693.29
246500 Resident Trust Fund Liability	8,296.51	7,391.38
TOTAL Non Operating Payables	38,783.93	37,886.63
TOTAL Other Current Liability	3,990,622.30	4,068,868.22
Long Term Liability		
Bond & Bond Interest Payable		
212700 BOND PAY - 2012	410,000.00	410,000.00
212800 BOND PAY - 2017	4,510,000.00	4,695,000.00
212900 BOND PREMIUM - 2017	55,840.00	55,840.00
213500 A/D - ACCRUED INTEREST	18.88	18.88
213600 W/M - ACCRUED INTEREST	3,503.99	1,933.99
213800 ACCRUED INTEREST - 2017	(37,263.63)	18,783.75
214000 ACCRUED INTEREST PAYABLE	1,585.43	917.43
TOTAL Bond & Bond Interest Payable	4,943,684.67	5,182,494.05
TOTAL Long Term Liability	4,943,684.67	5,182,494.05
TOTAL Liabilities	9,043,957.83	9,356,869.29
Equity		
324000 RESTRICTED FUNDS	20,353.61	20,596.61
324100 NET EQUITIES	(568,837.45)	(568,837.45)
324600 GPA FINANCING COST ADJ.	(13,997.07)	(13,997.07)
324700 CONTRIBUTED ASSETS	10,000.00	10,000.00
324800 W/M FINANCING COST ADJ.	(34,090.84)	(34,090.84)
324900 W/M - CONTRIBUTED ASSETS	3,032.31	3,032.31
TOTAL Equity	(583,539.44)	(583,296.44)
Retained Earnings		
888800 Retained Earnings	2,298,014.82	2,298,014.82
Net Income	69,017.24	59,376.61
TOTAL Retained Earnings	2,367,032.06	2,357,391.43
TAL Liabilities & Equities	10,827,450.45	11,130,964.28

Greenwood Connections - SNF
PROFIT & LOSS
2/1/2020 to 2/29/2020

lude Adjustment Periods: NO Include Closing Periods: NO

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
REVENUE				
OPERATING REVENUE				
PRIVATE REVENUE				
501000 Private Pay - Revenue	82,389.00	23,416.06	170,455.00	146,563.04
TOTAL PRIVATE REVENUE	**82,389.00**	**23,416.06**	**170,455.00**	**146,563.04**
MEDICAID REVENUE				
502000 Medicaid - Revenue	315,375.00	394,550.57	652,499.00	714,002.45
TOTAL MEDICAID REVENUE	**315,375.00**	**394,550.57**	**652,499.00**	**714,002.45**
MEDICARE PART A REVENUE				
501400 Medicare/Bad Debt Contra	3,458.00	0.00	7,155.00	0.00
503000 Medicare - Revenue	47,442.00	74,565.95	98,155.00	129,199.62
503100 Medicare Part A - Contractual	(15,367.00)	(30,013.96)	(31,791.00)	(55,264.03)
503101 Medicare Part A-2% Contractual	(989.00)	(1,688.48)	(2,049.00)	(3,089.99)
503300 Medicare Part A - Enhanced Ra	258.00	0.00	536.00	0.00
503400 Mediare/Bad Debt - Contractual	(3,021.00)	0.00	(6,250.00)	0.00
505000 Medicare Part A - Medication	3,802.00	3,786.89	7,865.00	8,291.04
505500 Medicare Part A - Medical Sup	77.00	577.50	158.00	4,551.83
506000 Medicare Part A - Sterile Sup	558.00	22,458.06	1,153.00	45,296.59
506500 Medicare Part A - Speech Ther	550.00	1,150.00	1,143.00	1,360.00
507000 Medicare Part A - Oxygen Ther	585.00	259.08	1,212.00	259.08
507500 Medicare Part A - Occupationa	14,415.00	14,955.00	29,823.00	26,130.00
508500 Medicare Part A - Physical Th	14,544.00	13,590.00	30,090.00	26,000.00
509000 Medicare Part A - X-Ray	235.00	29.60	485.00	519.20
509500 Medicare Part A - Labs	121.00	(37.63)	250.00	364.65
TOTAL MEDICARE PART A REVENUE	**66,668.00**	**99,632.01**	**137,935.00**	**183,617.99**
MEDICARE ADV-PART A REVENUE				
500700 Medicare Advantage - Revenue	14,695.00	28,932.96	30,404.00	40,997.61
500800 Medicare Adv - Enhanced Rate	60.00	0.00	120.00	0.00
500900 Medicare Adv - Contractual	(6,837.00)	(5,693.55)	(14,142.00)	(10,697.58)
500901 Medicare Adv -2% Contractual	(273.00)	(538.64)	(567.00)	(879.37)
505100 Medicare Adv - Medications	1,255.00	1,627.06	2,594.00	2,765.20
505400 Medicare Adv/MA Bad Debt-Contr	(437.00)	0.00	(905.00)	0.00
505600 Medicare Adv - Nursing Suppli	49.00	0.00	104.00	0.00
506100 Medicare Adv - Sterile Supply	2,208.00	189.00	4,572.00	189.00
506600 Medicare Adv - SP - Part A	41.00	840.00	87.00	2,835.00
507100 Medicare Adv - Respiratory	15.00	0.00	33.00	0.00
507600 Medicare Adv - OT - Part A	3,316.00	7,055.00	6,860.00	10,780.00
508600 Medicare Adv - PT - Part A	3,381.00	7,555.00	6,996.00	11,450.00
509600 Medicare Adv - Labs	21.00	0.00	43.00	(20.37)
TOTAL MEDICARE ADV-PART A REVENUE	**17,494.00**	**39,966.83**	**36,199.00**	**57,419.49**
MSHO-RUGS REVENUE				
504900 MSHO RUGS - MEDICATIONS	1,390.00	1,623.08	2,876.00	1,623.08
505700 MSHO RUGS - NURSING SUPPLIES	14.00	0.00	29.00	0.00
506800 MSHO RUGS - RESPIRATORY	73.00	0.00	150.00	0.00
507300 MSHO RUGS - OT	2,127.00	935.00	4,399.00	935.00
508300 MSHO RUGS - PHYSICAL THERAPY	2,214.00	870.00	4,581.00	870.00
509300 MSHO RUGS - LABS	7.00	0.00	13.00	0.00
511500 MSHO RUG - REVENUE	7,810.00	5,223.42	16,157.00	7,359.12
511600 MSHO RUGS - CONTRACTUAL	(2,309.00)	(2,849.99)	(4,615.00)	(928.08)
511601 MSHO RUGS- 2% Contractual	(93.00)	(116.03)	(191.00)	(196.79)
511700 MSHO RUGS - Enhanced Rate Cont	18.00	0.00	37.00	0.00
TOTAL MSHO-RUGS REVENUE	**11,251.00**	**5,685.48**	**23,436.00**	**9,662.33**
MSHO-LOC REVENUE				
505200 MSHO LOC - MEDICATIONS	530.00	0.00	1,097.00	163.79
506200 MSHO LOC - STERILE SUPPLIES	180.00	0.00	371.00	0.00
506400 MSHO LOC - SPEECH	55.00	0.00	115.00	0.00
506900 MSHO LOC - RESPIRATORY	30.00	0.00	57.00	0.00
507400 MSHO LOC - OT	1,448.00	0.00	2,999.00	585.00
508400 MSHO LOC - PT	1,532.00	0.00	3,169.00	715.00
508900 MSHO LOC - X-RAY	21.00	0.00	41.00	0.00
509400 MSHO LOC - LABS	6.00	0.00	10.00	0.00
512000 MSHO LOC - REVENUE	4,167.00	0.00	8,624.00	0.00
512100 MSHO LOC - CONTRACTUAL	(2,262.00)	0.00	(4,683.00)	(1,463.79)

Greenwood Connections - SNF
PROFIT & LOSS
2/1/2020 to 2/29/2020

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
MSHO-LOC REVENUE (con't)				
512101 MSHO LOC - 2% Contractual	(108.00)	0.00	(224.00)	0.00
TOTAL MSHO-LOC REVENUE	**5,599.00**	**0.00**	**11,576.00**	**0.00**
HOSPICE REVENUE				
501200 Hospice Revenue	3,767.00	12,433.30	7,796.00	20,479.92
TOTAL HOSPICE REVENUE	**3,767.00**	**12,433.30**	**7,796.00**	**20,479.92**
PMAP/MSHO REVENUE				
502500 PMAP Revenue	18,324.00	6,090.94	37,913.00	17,549.29
TOTAL PMAP/MSHO REVENUE	**18,324.00**	**6,090.94**	**37,913.00**	**17,549.29**
OTHER INSURANCE REVENUE				
501500 Other Insurance - Revenue	885.00	0.00	1,831.00	0.00
510000 Other Insurance - Physical T	43.00	0.00	88.00	0.00
510100 Other Insurance - OT Therapy	135.00	0.00	280.00	0.00
510200 Other Insurance - Speech The	37.00	0.00	79.00	0.00
510300 Other Insurance - Nursing Sup	663.00	0.00	1,375.00	0.00
510500 Other Insurance - Medication	55.00	0.00	116.00	0.00
510800 Other Insurance - Labs Revenue	(4.00)	0.00	(9.00)	0.00
510900 Other Insurance - Contractual	(4.00)	0.00	(12.00)	0.00
510901 Other Insurance 2% Contractual	(772.00)	0.00	(1,598.00)	0.00
TOTAL OTHER INSURANCE REVENUE	**1,038.00**	**0.00**	**2,150.00**	**0.00**
MEDICARE-PART B REVENUE				
502700 Medicare Part B - PT	1,745.00	520.00	3,607.00	1,470.00
502800 Medicare Part B - OT	2,036.00	1,320.00	4,216.00	4,740.00
502900 Medicare Part B - Speech Ther	678.00	0.00	1,402.00	0.00
503200 Medicare Part B - Contractual	(1,541.00)	(761.25)	(3,087.00)	(2,298.52)
503201 Medicare Part B 2% Contractual	(51.00)	(21.65)	(105.00)	(69.96)
TOTAL MEDICARE-PART B REVENUE	**2,867.00**	**1,057.10**	**6,033.00**	**3,841.52**
MANAGED CARE - PART B REVENUE				
500600 Managed Care Part B- Cont	(1,986.00)	(2,569.00)	(4,108.00)	(4,496.74)
500601 Managed Care Part B-2% Contrac	(12.00)	0.00	(24.00)	(46.85)
506700 Managed Care - SP - Part B	483.00	310.00	1,001.00	310.00
507700 Managed Care - OT - Part B	3,016.00	3,120.00	6,243.00	7,365.00
508100 MEDICAID PART B	(35.00)	0.00	(75.00)	0.00
508101 MEDICAID PART B CONT.	(4.00)	0.00	(7.00)	0.00
508200 MDCR/MSHO/MCD ANCILLARY REV	0.00	240.00	0.00	360.00
508201 MDCR/MSHO/MDCD ANCILLARY CONT	0.00	(29.80)	0.00	(29.80)
508700 Managed Care - PT -Part B	3,680.00	5,405.00	7,612.00	10,060.00
TOTAL MANAGED CARE - PART B REVENUE	**5,142.00**	**6,476.20**	**10,642.00**	**13,521.61**
OUT PATIENT THERAPY				
511000 OUT PT THERAPY REV	2,276.00	820.00	4,709.00	2,300.00
511001 OUT PT THERAPY-CONT	(784.00)	(330.25)	(1,627.00)	(784.59)
TOTAL OUT PATIENT THERAPY	**1,492.00**	**489.75**	**3,082.00**	**1,515.41**
WM REVENUE				
503500 W/M - STORAGE RMS	107.00	167.00	223.00	293.00
503700 W/M - GARAGES	668.00	740.00	1,386.00	1,469.10
503900 W/M - WASHER/DRYER REV.	223.00	300.50	462.00	546.50
504000 W/M - OFFICE RENT REV	273.00	280.00	564.00	560.00
504100 W/M - RENT REV	32,479.00	34,083.63	67,193.00	67,821.31
504200 W/M - TRNG RM REV	22.00	0.00	47.00	0.00
TOTAL WM REVENUE	**33,772.00**	**35,571.13**	**69,875.00**	**70,689.91**
H/H REVENUE				
504300 H/H - REVENUE	23,575.00	25,026.41	47,150.00	51,164.17
TOTAL H/H REVENUE	**23,575.00**	**25,026.41**	**47,150.00**	**51,164.17**
ADS REVENUE				
504400 A/D - REVENUE	2,501.00	1,999.34	5,176.00	3,792.30
504500 A/D - BATH REV	2.00	0.00	6.00	0.00
504600 A/D - TRAVEL INC	198.00	209.44	409.00	366.52
TOTAL ADS REVENUE	**2,701.00**	**2,208.78**	**5,591.00**	**4,158.82**
TOTAL OPERATING REVENUE	**591,454.00**	**652,604.56**	**1,222,332.00**	**1,294,185.95**
NON-OPERATING REVENUE				
521000 DONATION	198.00	0.00	408.00	313.00
525000 MISC. INCOME	357.00	(635.80)	738.00	28.93
TOTAL NON-OPERATING REVENUE	**555.00**	**(635.80)**	**1,146.00**	**341.93**
TAL REVENUE	**592,009.00**	**651,968.76**	**1,223,478.00**	**1,294,527.88**
EXPENSE				

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
EXPENSE (con't)				
OPERATING EXPENSES				
NURSING EXPENSES				
611100 D.O.N. SALARY	6,184.00	6,388.30	12,793.00	13,230.01
611200 R.N. SALARIES	41,758.00	40,575.69	86,393.00	86,547.40
611300 L.P.N. SALARIES	28,021.00	34,482.65	57,973.00	71,304.34
611400 AIDE & ORD. SAL	72,537.00	67,782.76	150,074.00	140,168.96
611500 TMA SALARY	35,526.00	38,121.08	73,502.00	80,101.38
611600 MED REC SALARY	3,608.00	3,372.29	7,465.00	7,798.03
611700 ACCR PTO PAY NURS	44.00	0.00	82.00	0.00
612000 NURSING SUPPLIES	7,417.00	5,388.35	14,828.00	16,567.97
612400 MC-A CMPLX EQUIP	8.00	0.00	20.00	0.00
612500 MC-A NURSING SPLY	242.00	3,053.30	482.00	5,224.32
612600 MC-A STERILE SPLY	361.00	15,225.66	717.00	27,537.47
612700 MC-A RESPIRATORY	411.00	0.00	818.00	263.50
613000 NON-PRESCRIP DRUGS	2.00	0.00	4.00	0.00
613500 MC-A DRUGS	2,520.00	3,002.76	5,045.00	5,862.66
613600 MC-A X-RAYS	209.00	519.20	420.00	519.20
613700 MC-A LABS	110.00	364.65	223.00	508.51
613800 Medicare Adv - Nursing Suppl	402.00	0.00	800.00	0.00
613900 Medicare Adv - Sterile Suppli	1,091.00	0.00	2,177.00	1,160.73
614000 Medicare Adv - Respiratory	10.00	0.00	19.00	0.00
614100 Medicare Adv - Drugs	755.00	758.76	1,508.00	2,845.84
614200 Medicare Adv - X-Ray	8.00	0.00	20.00	0.00
614300 Medicare Adv - Labs	21.00	0.00	38.00	(20.37)
614400 MSHO RUGS - NURSING SUPPLIES	10.00	0.00	25.00	0.00
614500 MSHO RUGS - STERILE SUPPLIES	2.00	0.00	4.00	0.00
614600 MSHO RUGS - RESPIRATORY	49.00	0.00	103.00	0.00
614700 MSHO RUGS - MEDICATIONS	995.00	109.19	1,993.00	109.19
614800 MSHO RUGS - X-RAY	17.00	0.00	30.00	0.00
614900 MSHO RUGS - LABS	3.00	0.00	10.00	0.00
615000 Other Insurance - Meds	44.00	0.00	91.00	0.00
615500 MSHO LOC - NURSING SUPPLIES	501.00	0.00	1,001.00	0.00
615600 MSHO LOC - STERILE SUPPLIES	116.00	0.00	233.00	456.30
615700 MSHO LOC - RESPIRATORY	56.00	0.00	109.00	0.00
615800 MSHO LOC - MEDICATIONS	316.00	0.00	629.00	0.00
615900 MSHO LOC - X-RAY	21.00	0.00	36.00	0.00
616000 MSHO LOC - LABS	5.00	0.00	14.00	0.00
616600 NRSG TRNG & TRVL	412.00	200.00	828.00	970.00
617200 CNSLT PHARMACIST	969.00	950.00	1,938.00	1,900.00
617400 CNSLT MEDICAL RECRDS	201.00	0.00	401.00	0.00
617600 NURSE CONSULTANT	698.00	0.00	1,398.00	0.00
617800 NURSING DATA PROCESSING FEES	1,804.00	1,686.66	3,604.00	2,532.72
617900 OTHER DIRECT CARE CONSULTANTS	2,237.00	2,000.00	4,478.00	4,000.00
618000 HEPATITIS B VAC	75.00	0.00	144.00	0.00
618500 OTHER NURSING	0.00	249.05	0.00	249.05
TOTAL NURSING EXPENSES	**209,776.00**	**224,230.35**	**432,470.00**	**469,837.21**
ACTIVITIES EXPENSES				
621000 SOC SERV CONSULTANT	500.00	0.00	1,000.00	2,093.64
621100 SOC SERV SALARY	4,041.00	3,686.52	8,360.00	3,879.77
621200 ACTIVITY DIR SALARY	3,914.00	3,933.13	8,103.00	8,145.81
621300 ACT AIDE SALARY	10,504.00	12,023.05	21,730.00	26,087.99
621700 ACCRUED PTO PAY ACTI	42.00	0.00	88.00	612.51
622000 ACTIVITY SUPPLIES	492.00	0.00	988.00	368.19
623000 CABLE T.V.	298.00	292.00	594.00	584.00
623300 RESIDENT PHONE	38.00	37.10	74.00	74.20
623500 PET COSTS	76.00	0.00	149.00	297.00
625300 MSHO RUGS - PT	939.00	266.56	1,875.00	266.56
625400 MSHO RUGS - OT	900.00	212.80	1,795.00	212.80
625500 MSHO RUGS - SPEECH	28.00	0.00	61.00	0.00
625600 MSHO LOC - PT	538.00	0.00	1,070.00	0.00
625700 MSHO LOC - OT	512.00	0.00	1,025.00	0.00
625800 MSHO LOC - SPEECH	4.00	0.00	10.00	0.00
625900 Other Insurance - Respiratory	4.00	0.00	10.00	0.00
626000 ACTIVITY TRNG & TRVL	101.00	16.00	200.00	222.00

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
ACTIVITIES EXPENSES (con't)				
626100 MC-A PHYS.THERAPY	6,196.00	4,096.70	12,391.00	13,155.63
626200 MC-A SPEECH	198.00	(278.30)	397.00	655.16
626300 MC-A OCCUP.THERAPY	6,222.00	3,709.58	12,439.00	12,625.03
626400 MC-B PHYS. THERAPY	1,189.00	1,562.72	2,375.00	2,797.98
626500 MC-B SPEECH	327.00	0.00	659.00	130.80
626600 MC-B OCCUP.THERAPY	1,265.00	2,514.95	2,528.00	3,953.35
626700 Managed Care PT- Part B Expen	2,272.00	1,702.79	4,549.00	3,832.98
626800 Medicare Adv - P.T. - Part A	998.00	2,084.32	1,993.00	2,783.20
626900 Medicare Adv - O.T. - Part A	1,021.00	1,887.20	2,041.00	2,505.44
627000 Medicare Adv - Speech - Part	8.00	1,294.72	19.00	1,294.72
627100 PHYSICAL THERAPY	933.00	785.29	1,862.00	1,727.14
627200 SPEECH THERAPY	17.00	0.00	30.00	0.00
627300 OCCUPATIONAL THERAPY	330.00	0.00	664.00	0.00
627400 MCD B PT	16.00	0.00	37.00	0.00
627401 MCD B OT	54.00	0.00	110.00	0.00
627402 MCD B ST	126.00	0.00	246.00	0.00
627500 Other Insurance - PT - Part A	63.00	0.00	130.00	0.00
627600 Other Insurance - OT - Part A	199.00	0.00	392.00	0.00
627800 Managed Care - OT - Part B E	1,896.00	1,827.98	3,793.00	4,384.38
627900 Managed Care SP - Part B Expe	184.00	0.00	362.00	0.00
628000 OTHER - ACTIVITIES	0.00	(31.29)	0.00	(50.77)
628200 MDCR/MSHO/MCD ANCILLARY EXP	0.00	75.00	0.00	100.00
TOTAL ACTIVITIES EXPENSES	**46,445.00**	**41,698.82**	**94,149.00**	**92,739.51**
DIETRAY EXPENSES				
631100 FOOD SERV. DIRECTOR SALRY	3,949.00	3,968.86	8,171.00	8,220.00
631200 OTHER DIETARY SALARIES	34,813.00	33,231.94	72,025.00	68,465.46
631700 ACCRUED PTO	0.00	0.00	0.00	165.08
632000 DIETARY SUPPLIES	1,928.00	1,406.27	3,850.00	4,000.52
633000 FOOD EXPENSE	18,848.00	13,834.35	37,691.00	36,731.46
636000 DIET TRNG-TRVL	89.00	35.00	179.00	70.00
637000 DIETICIAN CONSULT FEES	816.00	853.00	1,629.00	1,720.95
639100 MEAL INCM(CREDIT)	(6,016.00)	(5,517.98)	(12,032.00)	(12,288.40)
TOTAL DIETRAY EXPENSES	**54,427.00**	**47,811.44**	**111,513.00**	**107,085.07**
LAUNDRY EXPENSES				
641100 LAUNDRY SUPERVISOR SALARY	659.00	654.61	1,366.00	1,491.98
641200 LAUNDRY SALARIES	6,632.00	6,738.73	13,724.00	14,612.07
642000 LAUNDRY SUPPLIES	660.00	1,067.54	1,320.00	1,823.67
643000 LINEN & BEDDING	417.00	0.00	830.00	0.00
646000 LNDRY TRNG & TRVL	7.00	7.00	16.00	14.00
TOTAL LAUNDRY EXPENSES	**8,375.00**	**8,467.88**	**17,256.00**	**17,941.72**
HOUSEKEEPING EXPENSES				
651100 DEPART. HEAD HSKG SALARY	2,635.00	2,632.86	5,455.00	5,954.07
651200 HSKG. ASST. SAL	9,955.00	9,615.06	20,594.00	20,458.25
652000 HOUSEKEEPING SUPPLIES	2,000.00	1,841.04	4,000.00	3,356.73
656000 HSK TRNG & TRVL	15.00	15.00	34.00	30.00
TOTAL HOUSEKEEPING EXPENSES	**14,605.00**	**14,103.96**	**30,083.00**	**29,799.05**
MAINTENANCE EXPENSES				
661100 HEAD MAINTENANCE SALARY	3,960.00	4,018.57	8,192.00	8,323.71
661200 MNT. ASST. SAL.	9,758.00	9,144.04	20,190.00	19,288.31
661700 ACCRUED PTO	0.00	0.00	0.00	260.26
662000 MAINTENANCE SPLY	1,124.00	1,262.11	2,246.00	2,303.52
663000 UTILITIES	9,219.00	10,219.42	18,433.00	20,392.28
663500 MINOR EQUIPMENT	1,606.00	749.06	3,206.00	5,990.24
664100 REPAIRS - EQT	1,272.00	545.13	2,548.00	2,129.91
664200 REPAIRS - BLDG	417.00	0.00	830.00	107.63
665500 PRCHD SERV-GARBAGE	1,124.00	565.58	2,245.00	1,251.16
666000 LICENSES & PERMITS	3.00	0.00	6.00	0.00
666600 MNT TRNG & TRVL	9.00	9.00	20.00	18.00
TOTAL MAINTENANCE EXPENSES	**28,492.00**	**26,512.91**	**57,916.00**	**60,065.02**
WOODSIDE MANOR EXPENSES				
671000 W/M - ADMIN. SALARY EXP	236.00	239.00	493.00	494.97
671100 W/M - HSG MGR SALARY	1,776.00	1,751.97	3,674.00	3,628.48
671200 W/M NURSE MANAGEMENT	1,601.00	1,722.61	3,313.00	3,567.35
671300 W/M - ACT. SALARY	1,038.00	991.47	2,145.00	2,101.04

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
WOODSIDE MANOR EXPENSES (con't)				
671400 W/M - MNT SALARY EXP	2,014.00	2,027.74	4,168.00	4,421.42
671500 W/M - HSKG SALARY EX	1,983.00	2,058.21	4,102.00	4,429.24
671900 W/M - ACTIVITY EXP	97.00	0.00	188.00	258.20
672000 W/M - SUPPLIES	323.00	446.09	650.00	980.23
672200 W/M - HEALTH INSURANCE	1,937.00	2,010.73	3,873.00	4,021.46
672400 W/M - W.C. INSURANCE	182.00	190.00	364.00	380.00
672500 W/M - SECURITY DEP INT EXPENSE	17.00	0.99	30.00	0.99
672700 W/M - HSA	362.00	351.58	718.00	697.17
672900 W/M - CABLE TV	235.00	230.00	465.00	460.00
673000 W/M - UTILITIES	3,834.00	4,093.40	7,671.00	8,054.77
673100 W/M - INT. EXPENSE	676.00	785.00	1,351.00	1,570.00
673200 W/M - MEMBERSHIP DUES	90.00	0.00	174.00	705.00
673500 W/M - MINOR EQUIPMENT	205.00	537.99	409.00	750.45
674100 W/M - EQT REPAIR	579.00	692.71	1,153.00	785.42
674200 W/M - BLDG REPAIR	559.00	3,160.96	1,119.00	3,160.96
674500 W/M - ADVERTISING	228.00	154.70	455.00	321.64
674700 W/M - LIC. & PERMITS	24.00	0.00	43.00	0.00
674800 W/M - G & L INSURANCE	865.00	1,113.00	1,730.00	2,226.00
674900 W/M - TELEPHONE/DSL	109.00	107.10	221.00	214.20
675100 W/M - FICA	669.00	647.96	1,336.00	1,399.38
675200 W/M - PERA	561.00	658.33	1,116.00	1,341.47
675500 W/M - PRCHD SERV-GARBAGE	270.00	204.94	543.00	2,754.88
676000 WM - TRNG & TRVL	61.00	3.00	127.00	6.00
677300 W/M - BLDG/E&F DP	5,443.00	5,442.67	10,882.00	10,885.34
677700 W/M - AUDIT	224.00	0.00	442.00	0.00
677800 W/M DATA PROCESSING FEES	212.00	211.52	418.00	423.04
679000 W/M Bad Debt	17.00	0.00	30.00	0.00
TOTAL WOODSIDE MANOR EXPENSES	26,427.00	29,833.67	53,403.00	60,039.10
HOME HEALTH EXPENSES				
681000 H/H - ADMIN. SALARY	189.00	191.19	393.00	395.96
681100 H/H - RN SALARY	3,736.00	4,019.41	7,731.00	8,323.81
681300 H/H - LPN SALARY	419.00	901.79	868.00	1,577.12
681400 H/H - AIDE SALARY	10,390.00	11,471.36	21,496.00	25,831.37
681600 H/H - ACCTG & CLERICAL	195.00	188.83	393.00	391.09
681900 H/H - EMPLOYEE DRUG TESTING	17.00	50.00	30.00	50.00
682000 H/H - SUPPLIES	124.00	102.51	245.00	408.20
682200 H/H - HEALTH INSURANCE	1,908.00	1,923.69	3,811.00	3,847.38
682400 H/H - W.C. INSURANCE	324.00	333.00	652.00	666.00
682700 H/H - HSA	408.00	404.24	813.00	815.48
683500 H/H - MINOR EQUIPMENT	8.00	0.00	20.00	0.00
684500 H/H - TRAVEL	17.00	0.00	30.00	0.00
684600 H/H - ADVERTISING	5.00	42.00	14.00	42.00
684700 H/H - LIC&PERMITS	23.00	0.00	45.00	1,366.00
684800 H/H - G & L INSURANCE	151.00	153.00	302.00	306.00
684900 H/H - TELEPHONE	76.00	74.20	148.00	148.40
685100 H/H - FICA	1,208.00	1,238.64	2,413.00	2,800.68
685200 H/H - PERA	1,061.00	1,244.22	2,125.00	2,476.83
686400 H/H - TRAINING & TRAVEL	64.00	20.00	125.00	230.00
687200 H/H - CONSLT PHARMACIST	213.00	0.00	420.00	0.00
687700 H/H - AUDIT	115.00	0.00	227.00	0.00
687800 H/H- DATA PROCESSING FEES	77.00	68.55	151.00	137.10
688000 H/H - EMPLOY ASSESSMENT	8.00	51.75	20.00	60.85
689200 H/H - UNEMPLOYMENT	42.00	0.00	80.00	0.00
TOTAL HOME HEALTH EXPENSES	20,778.00	22,478.38	42,552.00	49,874.27
ADULT DAY CARE EXPENSES				
691000 A/D - ADM. SALARY	24.00	23.90	52.00	49.51
691100 A/D - SUPERVISOR SALARY	126.00	126.88	260.00	262.77
691200 A/D - OTHER SALARY	1,938.00	1,941.20	4,006.00	4,048.52
691300 A/D - HOUSEKEEPING	54.00	54.55	114.00	112.94
691400 A/D - MAINTENANCE	18.00	18.44	35.00	38.14
691600 A/D - ACCTG & CLERICAL	24.00	24.53	48.00	50.80
692000 A/D - SUPPLIES	7.00	0.00	19.00	12.99
692200 A/D - HEALTH INSURANCE	540.00	544.04	1,077.00	1,088.08
692400 A/D - WORKMAN'S COMP.	80.00	48.00	155.00	96.00

Greenwood Connections - SNF
PROFIT & LOSS
2/1/2020 to 2/29/2020

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
ADULT DAY CARE EXPENSES (con't)				
692700 A/D - HSA	99.00	97.36	199.00	195.19
694600 A/D - ADVERTISING	33.00	22.75	60.00	47.30
694800 A/D - G & L INSURANCE	72.00	70.00	149.00	140.00
695100 A/D - FICA	168.00	165.48	337.00	305.77
695200 A/D - PERA	160.00	165.42	323.00	261.65
696000 A/D - EDUCATION & TRAVEL	2.00	2.00	4.00	4.00
697300 A/D - EQUIP & FURN. DEPR.	31.00	30.25	60.00	60.50
697700 A/D - AUDIT	32.00	0.00	63.00	0.00
697800 A/D - DATA PROCESSING FEES	36.00	34.99	68.00	69.98
TOTAL ADULT DAY CARE EXPENSES	**3,444.00**	**3,369.79**	**7,029.00**	**6,844.14**
GENERAL EXPENSES				
701100 SURCHARGE	15,248.00	15,247.91	30,495.00	30,495.82
701200 PAYMENT IN LIEU OF TAXES	2,083.00	2,084.00	4,170.00	4,168.00
701400 SPECIAL ASSESSMENTS	142.00	162.00	278.00	332.00
701500 NRSG HM LICENSE	6,593.00	0.00	13,186.00	0.00
701700 ASSET TRANSFER EXP.	10,250.00	10,250.00	20,500.00	20,500.00
702000 DEP. LAND IMPROVEMENT	62.00	62.00	124.00	124.00
702100 DEP. - BUILDING	15,371.00	16,163.25	30,740.00	32,326.50
702300 DEP. EQUIP & FURN	2,383.00	2,382.50	4,760.00	4,765.00
702700 DEP. - VEHICLES	226.00	225.67	448.00	451.34
703100 FACILITY INTEREST EXPENSE	290.00	334.00	576.00	668.00
703200 INTEREST EXPENSE - 2017	11,979.00	8,606.00	23,953.00	17,212.00
703900 RESTRCTD INT. INCOME (CR)	(130.00)	(65.47)	(258.00)	(172.42)
TOTAL GENERAL EXPENSES	**64,497.00**	**55,451.86**	**128,972.00**	**110,870.24**
ADMINISTRATIVE EXPENSES				
801100 ADMINISTRATOR SALARY	7,336.00	7,193.64	15,180.00	14,897.90
801400 BOOKKEEPER SALARIES	2,595.00	2,558.42	5,370.00	5,298.72
801600 CLERICAL SALARIES	9,505.00	9,654.70	19,667.00	20,159.77
802000 OFFICE EQUIPMENT LEASES	1,339.17	1,350.69	2,678.34	2,701.38
802100 OFFICE SUPPLIES	642.00	1,602.43	1,286.00	1,988.18
802200 POSTAGE	137.00	200.00	278.00	365.00
803100 SEMINAR & BUS.MTGS	460.00	2.00	922.00	201.67
803200 MEMBERSHIP DUES	741.00	752.00	1,480.00	1,504.00
804200 TRAVEL & VAN MAINTENANCE	138.00	(23.50)	281.00	92.32
804500 ADVERTISING - EMPLOYMENT	135.00	334.50	271.00	355.50
804600 ADVERTISING GENERAL	407.00	277.55	819.00	577.06
804700 LICENSES/LAB	26.00	0.00	46.00	0.00
804900 TELEPHONE/DSL	785.00	847.94	1,569.00	1,702.81
805100 N-RSTR.INT INCOME	(1,589.00)	(1,062.46)	(3,180.00)	(1,334.52)
805200 Bad Debt	1,250.00	0.00	2,500.00	0.00
805500 BLDG & CONTENTS INS	1,176.00	1,418.00	2,353.00	2,836.00
805600 E&O, RES.TRST, AUTO & LIAB INS	2,695.00	3,343.00	5,388.00	6,686.00
807400 LEGAL FEES	1,250.00	0.00	2,500.00	3,183.50
807500 ACCOUNTANT FEES	17.00	0.00	30.00	0.00
807600 COST RPT PREP FEE	669.00	4,500.00	1,332.00	4,500.00
807700 AUDIT FEES	883.00	2,325.00	1,767.00	2,325.00
807800 DATA PROCESSING FEES	2,117.00	4,024.23	4,235.00	6,368.16
808000 OTHER ADMIN & AGENT FEES	107.00	0.00	218.00	540.97
TOTAL ADMINISTRATIVE EXPENSES	**32,821.17**	**39,298.14**	**66,990.34**	**74,949.42**
PAYROLL TAX & FRINGE BENEFITS				
901100 FICA -(EMPLOYER'S SHARE)	23,129.00	22,050.58	46,255.00	46,119.14
901200 UNEMPLOYMENT COMPENSATION	532.00	0.00	1,066.00	930.00
901900 EMPLOYEE DRUG TESTING	151.00	100.00	304.00	150.00
902000 PRE-EMPLNT ASSESMNT	67.00	0.00	134.00	45.50
902100 DENTAL INSURANCE	3,174.00	3,059.59	6,347.00	6,112.23
902200 GROUP MEDICAL INSURANCE	35,787.00	38,224.32	71,572.00	74,491.52
902300 GRP LIFE INSURANCE	361.00	374.77	716.00	744.90
902400 WORKER'S COMPENSATION	6,957.00	6,643.00	13,913.00	13,286.00
902500 PERA -(EMPLOYER'S SHARE)	19,708.00	18,850.00	39,416.00	33,802.02
902700 HSA (EMPLOYER SHARE)	9,551.00	9,804.82	19,104.00	19,754.16
902800 CLERICAL TRNG & TRVL	65.00	6.00	124.00	12.00
902900 OTHER EMPLOYEE BENEFITS	133.00	0.00	270.00	187.33
903000 SCHOLARSHIP	833.00	3,852.70	1,670.00	9,207.70
TOTAL PAYROLL TAX & FRINGE BENEFITS	**100,448.00**	**102,965.78**	**200,891.00**	**204,842.50**

Greenwood Connections - SNF
PROFIT & LOSS
2/1/2020 to 2/29/2020

	CURRENT PERIOD		YEAR TO DATE	
	Budget $	Actual $	Budget $	Actual $
TOTAL OPERATING EXPENSES	**610,535.17**	**616,222.98**	**1,243,224.34**	**1,284,887.25**
TOTAL EXPENSE	**610,535.17**	**616,222.98**	**1,243,224.34**	**1,284,887.25**
NET OPERATING INCOME	(18,526.17)	35,745.78	(19,746.34)	9,640.63

G.P.A. MONTHLY CENSUS INFORMATION

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-20	Jan-20	Feb-20	Mar-20
ADMITS	9	12	9	9	12	9	10	8	5	8	11	10
DISCHARGES	7	11	9	9	10	10	10	4	13	4	12	6
LOST BEDHOLD	31	5	17	14	37	15	2	4	1	35	16	14
EMPTY BEDS	338	260	312	288	237	246	273	220	217	341	233	243
MEDICARE DAYS	121	125	120	132	128	69	170	162	200	142	181	165
Managed Care Days	79	151	40	44	61	113	62	52	41	39	80	103
CHARGEABLE DAYS	1581	1750	1621	1713	1741	1689	1740	1726	1797	1639	1636	1758
TOTAL OCC. BEDS	1612	1755	1638	1727	1778	1704	1742	1730	1798	1674	1652	1772
TOTAL POSS. BEDS	1950	2015	1950	2015	2015	1950	2015	1950	2015	2015	1885	2015
OCCUPANCY RATE	82.67%	87.10%	84.00%	85.71%	88.24%	87.38%	86.45%	88.72%	89.23%	83.08%	87.64%	87.94%
CENSUS BEG. MONTH	52	54	55	55	55	57	56	56	60	52	56	55
CENSUS END MONTH	54	55	55	55	57	56	56	60	52	56	55	59
LOST BEDHOLD $	3504.42	475.21	1600.27	1189.88	3275.21	1431.86	213.96	365.13	85.69	3387.70	1485.36	1760.27
PROFIT OR (LOSS)	-6,865.38	79,021.22	29,831.68	-8,342.37	29,994.20	38,794.78	42,005.65	33,936.11	-7,604.73	-26,105.15	35,745.78	
Total Skilled Days	200	276	160	176	189	182	232	214	241	181	261	268

GREENWOOD CONNECTIONS
COVID-19
Emergency Paid Sick Leave
Valid for Emergency Declaration 2020

To ensure we are monitoring suggested precautions as instructed by CMS and the CDC to keep our residents and staff safe, we are incorporating standard procedures. During this time, our organization policies may be reviewed on an ongoing basis to ensure quality care is delivered and staff safety is a priority and in accordance with the Family First Coronavirus Response Act (FFCRA).

Attendance Policy: **Effective 3/16/20** and until further notice, attendance incidents will not be counted for an employee who is presenting COVID-19 related symptoms (Cough, fever, sore throat, runny nose, and/or shortness of breath). Outside of these guidelines, the attendance policy will be followed as stated.

Travel: Effective 3/17/20, it is strongly advised that employees do not travel to an affected state or county, and do not travel through airports. If you travel through an airport you will not be allowed to return to work for 14 days. Before an employee can return to their position from any type of travel by car in state to an affected county or out of state, they must notify supervisor. If there is concern about the state or county that they visited they may be restricted from work for 14 days.
There has been a travel ban to/from other countries but any travel to/from another country has an automatic 14-day restriction for working.
The health and symptom screening done prior to entry to our buildings will also apply. In general, answering yes to any of the questions, may disqualify the employee from reporting to work for approximately 14 days. If all answers are no, the employee can report to work for their scheduled shift as normal.

Quarantine Pay Prior to 4/1/2020: The FFCRA did not go into effect until 4/1/2020. GWC realizes there were requirements in place for not working while sick prior to 4/1/2020. If the employee was out on quarantine prior to 4/1/2020, the employee will need to use two days of their own PTO. Prior policy was 24 hours without symptoms/fever. The first day that the employee called in and 24 hours after the first day. Since this was our previous policy, we are going to require the same PTO be used now. The remainder of the time will be paid with Quarantine Pay. If you were off work because of a family member being sick and we required you to take the time off for the family member you will not be required to use two days of PTO and you will be paid for all of your time we required you to be off, since this was not our previous policy to take off for a family member having symptoms.

Emergency Paid Sick Leave: To ensure we are maintaining a healthy workforce and in accordance with FFCRA; Greenwood Connections will be providing **Emergency Paid Sick Leave effective 4/1/2020.**

A. In the event an employee needs to be away from work for up to two weeks due to COVID-19 restrictions and is quarantined(except travel restrictions 3/17/20 and after) he/she may qualify for up to two weeks of Sick Leave Pay at the employee's regular rate of pay and average hours worked.
   - To be eligible for Emergency Paid sick Leave, the employee must meet one or more of the qualifications:
     1. Quarantined by the Governor-not including shelter in place.
     2. Self Quarantine (doctor/health official directive) CV-19 positive.
     3. CV-19 symptoms for self and family member, seeking diagnosis
     4. Employee or family member experiencing condition like CV-19-Health Provider has directed employee to not return to work for 7-14 days.

B. The employee will be paid sick leave at two-thirds the employee's regular rate of pay for two weeks (up to 80 hours). In the event the employee is unable to work because of a care need for an individual subject to quarantine (pursuant to Federal, State or local government order or advice of a health care provider), or care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of health and Human services, in consultation with the Secretary of Treasury and Labor.

C. If an employee exhausts Emergency Paid Sick Leave and is not released back to work, you will need to take unpaid FMLA and/or use PTO, please talk to Bernice Kangas-HR/Payroll.

Returning to Work:

- Employees will not be allowed to work unless they have met the following criteria according to the CDC guidelines:
  - Employee must be off work for 7 days or symptoms free for 72 hours without any fever reducing medications which ever is greater.
  - If employee tested positive for CV-19 must be off for at least 7 days since symptoms started and 72 hours symptom free without fever reducing medication.
  - Employees who have been identified as high risk must have a return to work certification from their healthcare provider before

Right to Refuse to Work:

- An employee can't refuse to work unless the employee has raised a written concern and the concern has been received and documented by the employer and the employer has ignored or refused to eliminate danger.
- The employee must be refusing to work in good faith-employee must believe they are in danger or a serious injury potential exists. (COVID in workplace does not meet standard.)
- Not enough time due to urgency of hazard to get issue corrected before OSHA can be contacted.

Reports

Greenwood Connections Administrator's Report

Liquor Store Report

Liquor Store

On-Sale is closed

Off-Sale is open regular hours.

Plexiglass was installed above off-sale counter.

Only 2 customers are allowed in off-sale at a time.

In the bar we are doing some deep cleaning, painting, sanding walls and some little repairs.

Stay healthy

Renata Parks

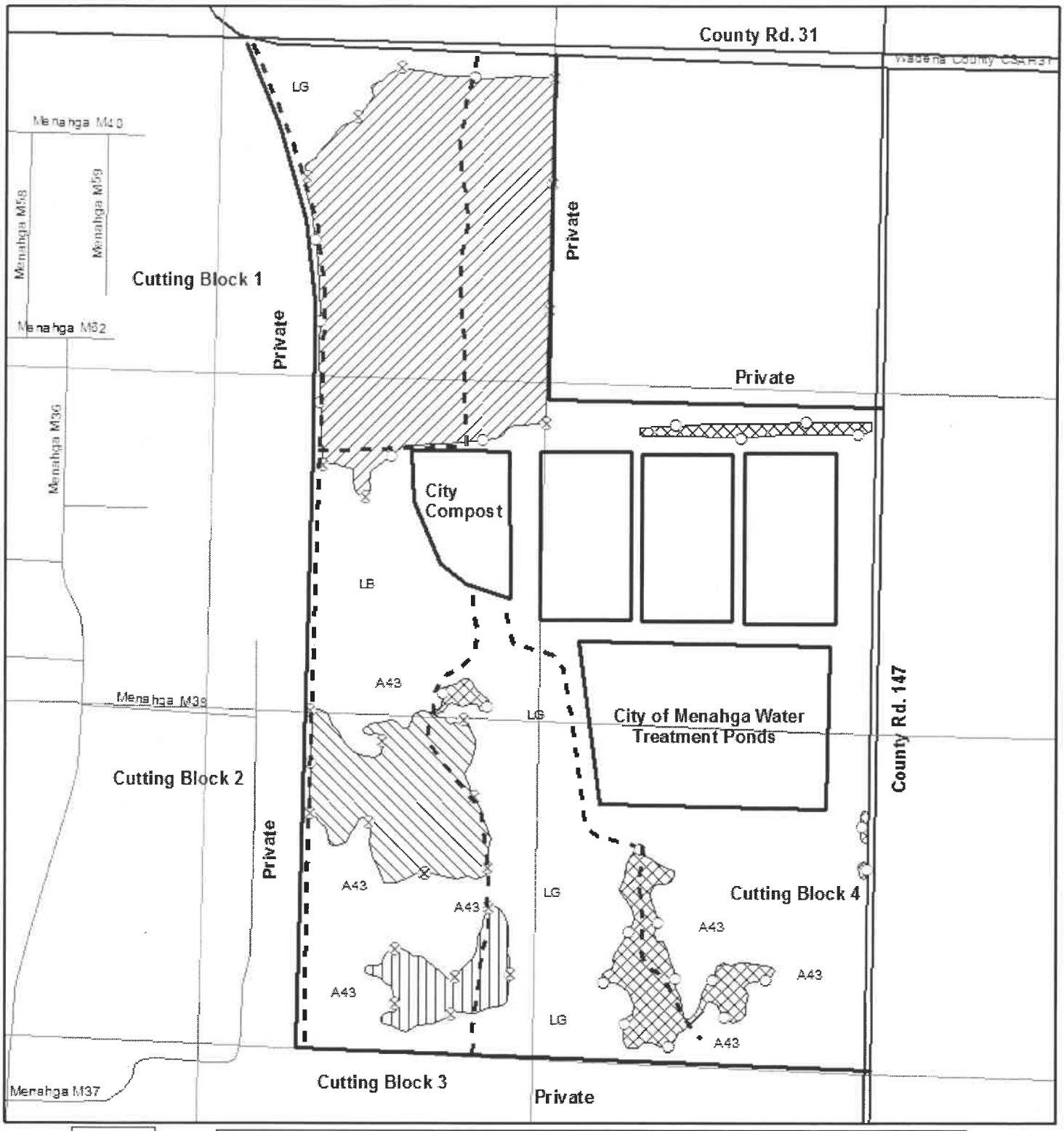
Public Works Report

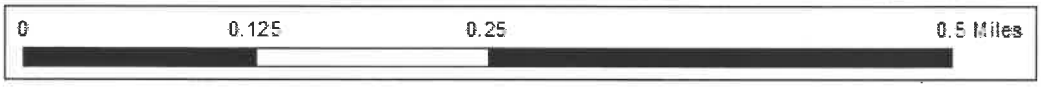
Police Department Report

Fire Department Report

City Administrator's Report

New Business





Blue Boundary — Natural Boundary — Access Routes — Cutting Block 1 — Cutting Block 2 — Cutting Block 3 — Cutting Block 4: Thinning

* Note: PLS 40 lines shown are not accurate.

NA-02067-01

PRIVATE FOREST MANAGEMENT

TIMBER SALE BID INVITATION

Dear Prospective Timber Buyer:
You are invited to submit a bid for the purchase of privately owned timber stumpage and/or cut products as described below and on the attached "Estimate of Timber Volume".
PLEASE COMPLETE THE BOTTOM HALF.

Seller Name	Address	Telephone No.
City of Menahga Attn: Curt Kreklau	115 2nd St. NE P.O. Box C, Menahga, MN 56464	218-564-4557

Sale Acres	Section	Township	Range	County	Township Name
45.6	27	138	35	Wadena	Blueberry

To look at the timber sale area or for more information contact the Seller or:
Brian Hoffmann - DNR Forestry 218-472-3262

BIDDING PROCEDURE AND TERMS (Continued on reverse side or as addendum).
Bids will be opened at this location, date and time. Bids must be received before opening begins.

Location	Date	Time
At Sellers Location	April 1st, 2020	6:00pm

Bids may be mailed to this address or delivered at the opening. Mail early to ensure timely delivery.

Location
115 2nd Street NE P.O. Box C, Menahga, MN 56464

PAYMENT TERMS: A down payment of 15% must be paid when the timber sale contract is signed. The balance is due before work begins.

Bidder's Name	Address	Telephone No.
Haverinen Brothers Logging	10097 350th St Menahga MN	218-849-1393

Is the bidder required by law to carry Worker's Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry Worker Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry liability insurance? ☒ YES ☐ NO - If YES, amount: $ 200000.00

Has the bidder had "Forest Management Guideline" training? ☒ YES ☐ NO

Species	Products	Estimate Volume	Units	Method of Scale (Change this only if you desire another method and have discussed it with the owner or forester)	Unit Price $ (Fill in your bid per unit CORD/MBF)	Value $ (Value = volume x unit bid price)
Jack Pine	70% Bolts, 30% Pulp	590.00	Cords	Consumer or State	34.00	20060.00
Norway Pine	20% Logs, 55% Bolts, 25% Pulp	70.00	Cords	Consumer or State	35.00	2450.00
Aspen	50% Bolts, 50% Pulp	155.00	Cords	Consumer or State	27.00	4185.00
Paper Birch	50% Bolts, 50% Pulp	10.00	Cords	Consumer or State	10.00	100.00
Jack Pine Fuelwood	Firewood	30.00	Cords	Consumer or State	10.00	30.00

*Jack Pine averages 5 sticks with a 10" DBH, Norway averages 6 sticks with an 11" DBH, Aspen averages 5 sticks with a 12" DBH, Paper Birch averages 3 sticks with a 9" DBH.

Add values for each product to obtain total value (Total Bid) **TOTAL VALUE** $ 26825.00

Bidder Signature	Date
[signature]	3-31-20

Bidder should mail or deliver the bid before bid opening. Bidder should keep a copy.

NA-02067-01

PRIVATE FOREST MANAGEMENT

TIMBER SALE BID INVITATION

Dear Prospective Timber Buyer:
You are invited to submit a bid for the purchase of privately owned timber stumpage and/or cut products as described below and on the attached "Estimate of Timber Volume".
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Sale Acres	Section	Township	Range	County	Township Name
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Location	Date	Time
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Bids may be mailed to this address or delivered at the opening. Mail early to ensure timely delivery.

Location
115 2nd Street NE P.O. Box C, Menahga, MN 56464

PAYMENT TERMS: A down payment of 15% must be paid when the timber sale contract is signed. The balance is due before work begins.

Bidder's Name	Telephone No.
Hodgden Logging Inc. *38114 Twin Lakes Rd* *Menahga, MN 56464*	218 639 1574

Is the bidder required by law to carry Worker's Compensation Insurance? ☑ YES ☐ NO

Does the bidder carry Worker Compensation Insurance? ☑ YES ☐ NO

Does the bidder carry liability insurance? ☑ YES ☐ NO - If YES, amount: $1,000,000

Has the bidder had "Forest Management Guideline" training? ☑ YES ☐ NO

Species	Products	Estimate Volume	Units	Method of Scale (Change this only if you desire another method and have discussed it with the owner or forester)	Unit Price $ (Fill in your bid per unit CORD/MBF)	Value $ (Value = volume x unit bid price)
Jack Pine	70% Bolts, 30% Pulp	590.00	Cords	Consumer or State	36.50	21535.00
Norway Pine	20% Logs, 55% Bolts, 25% Pulp	70.00	Cords	Consumer or State	51.50	3605.00
Aspen	50% Bolts, 50% Pulp	155.00	Cords	Consumer or State	32.25	4998.75
Paper Birch	50% Bolts, 50% Pulp	10.00	Cords	Consumer or State	25.00	250.00
Jack Pine Fuelwood	Firewood	30.00	Cords	Consumer or State	15.00	450.00

*Jack Pine averages 5 sticks with a 10" DBH, Norway averages 6 sticks with an 11" DBH, Aspen averages 5 sticks with a 12" DBH, Paper Birch averages 3 sticks with a 9" DBH.

Add values for each product to obtain total value (Total Bid) **TOTAL VALUE** $30,838.75

Bidder Signature	Date
	3/29/20

Bidder should mail or deliver the bid before bid opening. Bidder should keep a copy.

NA-02067-01

PRIVATE FOREST MANAGEMENT

TIMBER SALE BID INVITATION

Dear Prospective Timber Buyer:
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City of Menahga Attn: Curt Kreklau	115 2nd St. NE P.O. Box C, Menahga, MN 56464	218-564-4557

Sale Acres	Section	Township	Range	County	Township Name
45.6	27	138	35	Wadena	Blueberry

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Brian Hoffmann - DNR Forestry 218-472-3262

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Location	Date	Time
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Location
115 2nd Street NE P.O. Box C, Menahga, MN 56464

PAYMENT TERMS: A down payment of 15% must be paid when the timber sale contract is signed. The balance is due before work begins.

Dick Walsh Forest Pro Inc

Bidder's Name	Address	Telephone No.
Robin Walsh	Dick Walsh Forest Products, Inc. 12873 County 32 Park Rapids, Minnesota 56470	218-732-4154

Is the bidder required by law to carry Worker's Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry Worker Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry liability insurance? ☒ YES ☐ NO - If YES, amount: $2 000 000.-

Has the bidder had "Forest Management Guideline" training? ☒ YES ☐ NO

Species	Products	Estimate Volume	Units	Method of Scale (Change this only if you desire another method and have discussed it with the owner or forester)	Unit Price $ (Fill in your bid per unit CORD/MBF)	Value $ (Value = volume x unit bid price)
Jack Pine	70% Bolts, 30% Pulp	590.00	Cords	Consumer or State	40	23600.-
Norway Pine	20% Logs, 55% Bolts, 25% Pulp	70.00	Cords	Consumer or State	40	2800.-
Aspen	50% Bolts, 50% Pulp	155.00	Cords	Consumer or State	35	5425.-
Paper Birch	50% Bolts, 50% Pulp	10.00	Cords	Consumer or State	10	100.-
Jack Pine Fuelwood	Firewood	30.00	Cords	Consumer or State	2	60.-

*Jack Pine averages 5 sticks with a 10" DBH, Norway averages 6 sticks with an 11" DBH, Aspen averages 5 sticks with a 12" DBH, Paper Birch averages 3 sticks with a 9" DBH.

Add values for each product to obtain total value (Total Bid) **TOTAL VALUE** $31 985.-

Dick Walsh Forest Products, Inc.
12873 County 32
Park Rapids, Minnesota 56470

Bidder Signature	Date
Robin Walsh	3/27/20

Bidder should mail or deliver the bid before bid opening. Bidder should keep a copy.

NA-02067-01

PRIVATE FOREST MANAGEMENT

TIMBER SALE BID INVITATION

Dear Prospective Timber Buyer:
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Sale Acres	Section	Township	Range	County	Township Name
45.6	27	138	35	Wadena	Blueberry

To look at the timber sale area or for more information contact the Seller or:
Brian Hoffmann - DNR Forestry 218-472-3262

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Location	Date	Time
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Location
115 2nd Street NE P.O. Box C, Menahga, MN 56464

PAYMENT TERMS: A down payment of 15% must be paid **when** the timber sale contract is signed. The balance is due before work begins.

Bidder's Name	Address	Telephone No.
POTLATCH DELTIC LAND & LUMBER	50518 Co RD 45 BEMIDJI MN 56601	320-360-9639

Is the bidder required by law to carry Worker's Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry Worker Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry liability insurance? ☒ YES ☐ NO - If YES, amount: $ 1,000,000

Has the bidder had "Forest Management Guideline" training? ☒ YES ☐ NO

Species	Products	Estimate Volume	Units	Method of Scale (Change this only if you desire another method and have discussed it with the owner or forester)	Unit Price $ (Fill in your bid per unit CORD/MBF)	Value $ (Value = volume x unit bid price)
Jack Pine	70% Bolts, 30% Pulp	590.00	Cords	Consumer or State	43.00	25 370.00
Norway Pine	20% Logs, 55% Bolts, 25% Pulp	70.00	Cords	Consumer or State	43.00	3010.00
Aspen	50% Bolts, 50% Pulp	155.00	Cords	Consumer or State	27.00	4185.00
Paper Birch	50% Bolts, 50% Pulp	10.00	Cords	Consumer or State	10.00	100.00
Jack Pine Fuelwood	Firewood	30.00	Cords	Consumer or State	10.00	300.00

*Jack Pine averages 5 sticks with a 10" DBH, Norway averages 6 sticks with an 11" DBH, Aspen averages 5 sticks with a 12" DBH, Paper Birch averages 3 sticks with a 9" DBH.

Add values for each product to obtain total value (Total Bid) **TOTAL VALUE** $32,965.00

Bidder Signature	Date
[signature]	3/26/20

Bidder should mail or deliver the bid before bid opening. Bidder should keep a copy.

NA-02067-01

PRIVATE FOREST MANAGEMENT

TIMBER SALE BID INVITATION

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Brian Hoffmann - DNR Forestry 218-472-3262

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Location	Date	Time
At Sellers Location	April 1st, 2020	6:00pm

Bids may be mailed to this address or delivered at the opening. Mail early to ensure timely delivery.

Location
115 2nd Street NE P.O. Box C, Menahga, MN 56464

PAYMENT TERMS: A down payment of 15% must be paid when the timber sale contract is signed. The balance is due before work begins.

Bidder's Name	Address	Telephone No.
Marcus Edin Edin Logging Inc	16568 235th Ave Staples MN 56479	218-639-1943

Is the bidder required by law to carry Worker's Compensation Insurance? ☐ YES ☒ NO

Does the bidder carry Worker Compensation Insurance? ☒ YES ☐ NO

Does the bidder carry liability insurance? ☒ YES ☐ NO - If YES, amount: $ 1,000,000

Has the bidder had "Forest Management Guideline" training? ☒ YES ☐ NO

Species	Products	Estimate Volume	Units	Method of Scale (Change this only if you desire another method and have discussed it with the owner or forester)	Unit Price $ (Fill in your bid per unit CORD/MBF)	Value $ (Value = volume x unit bid price)
Jack Pine	70% Bolts, 30% Pulp	590.00	Cords	Consumer or State	46.10	27199.00
Norway Pine	20% Logs, 55% Bolts, 25% Pulp	70.00	Cords	Consumer or State	50.00	3500.00
Aspen	50% Bolts, 50% Pulp	155.00	Cords	Consumer or State	30.00	4650.00
Paper Birch	50% Bolts, 50% Pulp	10.00	Cords	Consumer or State	15.00	150.00
Jack Pine Fuelwood	Firewood	30.00	Cords	Consumer or State	2.00	60.00

*Jack Pine averages 5 sticks with a 10" DBH, Norway averages 6 sticks with an 11" DBH, Aspen averages 5 sticks with a 12" DBH, Paper Birch averages 3 sticks with a 9" DBH.

Add values for each product to obtain total value (Total Bid) **TOTAL VALUE** $ 35559.00

Bidder Signature	Date
Marcus Edin	3/24/20

Bidder should mail or deliver the bid before bid opening. Bidder should keep a copy.

Vonnie Bloomquist
P.O. Box 158
316 Main St. SW
Menahga, MN 56464
218-564-4658

March 12, 2020

Menahga City Council

Re: 2019 September–December Water-Sewer Bill

Dear City Council:

I'm seeking a reduction adjustment to my water/sewer bill for October, November, and December of 2019. In October, I noticed that my water bill was unusually high (137.25). I immediately called a plumber. The plumber checked a leaky faucet in the bathroom. That unfortunately did not solve the problem as my water bill for November was even higher with charges of $217.63. I contacted numerous plumbers but no one was able to come until after Christmas. My December water bill was $264.90. Ted's Hardware was finally able to come in January. He discovered that my water softener was malfunctioning. It was constantly recycling.

You can see the difference between my 2018 and 2019 water bills for the months of September–December in the table below and in the attached documents.

Please advise me of your decision. I am available for questions at 218-564-4658. Thank you for your consideration.

Respectfully,

Vonnie Bloomquist

Month	2018	2019	Difference
September	63.71	108.15	44.44
October	65.36	137.25	71.89
November	75.76	217.63	141.87
December	110.17	264.90	154.73
Total	**295.31**	**727.93**	**412.93**

City of Menahga

Bill History

01-00003480-01-3 BLOOMQUIST, JACK at 316 SW MAIN ST

For 01-00003480-01-3 BLOOMQUIST, JACK at 316 SW MAIN ST

Type	Charge	Amount Date	Prev Read	Prev Read Date	Curr Read	Curr Read Date	Usage	Bill Per	Year
Calculation Number 85								12	2018
Prev Bal		$75.76						12	2018
Receipt		$75.76 12/10/2018						12	2018
Service	DEBT SERV R	$13.00 12/17/2018						12	2018
Service	FED TEST FE	$0.53 12/17/2018					6900	12	2018
Service	SEWER	$37.30 12/17/2018					6900	12	2018
Service	WATER	$39.65 12/17/2018	129340	11/15/2018	130030	12/17/2018		12	2018
Cur Charges		$90.48 12/17/2018						12	2018
Total		$90.48 12/17/2018							
Calculation Number 85									
Calculation Number 86								1	2019
Prev Bal		$90.48						1	2019
Receipt		$90.48 1/11/2019						1	2019
Service	DEBT SERV R	$13.00 1/15/2019						1	2019
Service	FED TEST FE	$0.53 1/15/2019					8900	1	2019
Service	SEWER	$45.37 1/15/2019					8900	1	2019
Service	WATER	$51.27 1/15/2019	130030	12/17/2018	130920	1/15/2019		1	2019
Cur Charges		$110.17 1/15/2019						1	2019
Total		$110.17 1/15/2019							
Calculation Number 86									
Calculation Number 87								2	2019
Prev Bal		$110.17						2	2019
Receipt		$110.17 2/11/2019						2	2019
Service	DEBT SERV R	$13.00 2/18/2019						2	2019
Service	FED TEST FE	$0.53 2/18/2019					12850	2	2019
Service	SEWER	$59.04 2/18/2019					12850	2	2019
Service	WATER	$69.52 2/18/2019	130920	1/15/2019	132205	2/14/2019		2	2019
Service	FREEZE RUN	-$76.73 2/18/2019						2	2019
Cur Charges		$65.36 2/18/2019						2	2019
Total		$65.36 2/18/2019							
Calculation Number 87									
Calculation Number 88								3	2019
Prev Bal		$65.36						3	2019
Receipt		$65.36 3/14/2019						3	2019
Service	DEBT SERV R	$13.00 3/15/2019						3	2019
Service	FED TEST FE	$0.53 3/15/2019					15300	3	2019
Service	SEWER	$67.52 3/15/2019					15300	3	2019
Service	WATER	$80.84 3/15/2019	132205	2/14/2019	133735	3/15/2019		3	2019
Service	FREEZE RUN	-$96.53 3/15/2019						3	2019
Cur Charges		$65.36 3/15/2019						3	2019
Total		$65.36 3/15/2019							
Calculation Number 88									
Calculation Number 89								4	2019
Prev Bal		$65.36						4	2019
Receipt		$70.36 4/15/2019						4	2019
Service	DEBT SERV R	$13.00 4/16/2019						4	2019
Service	FED TEST FE	$0.53 4/16/2019					17850	4	2019
Service	SEWER	$76.34 4/16/2019					17850	4	2019
Service	WATER	$92.62 4/16/2019	133735	3/15/2019	135520	4/15/2019		4	2019
Service	FREEZE RUN	-$117.13 4/16/2019						4	2019
Cur Charges		$65.36 4/16/2019						4	2019
Total		$60.36 4/16/2019							
Calculation Number 89									
Calculation Number 90								5	2019
Prev Bal		$60.36						5	2019
Receipt		$60.36 4/29/2019						5	2019
Service	DEBT SERV R	$13.00 5/22/2019						5	2019
Service	FED TEST FE	$0.53 5/22/2019							

Type	Charge	Amount	Date	Prev Read	Prev Read Date	Curr Read	Curr Read Date	Usage	Bill Per	Year
Calculation Number 96										
Calculation Number 97										
Prev Bal		$217.63							12	2019
Receipt		$217.63	12/11/2019						12	2019
Service	DEBT SERV R	$13.00	12/19/2019						12	2019
Service	FED TEST FE	$0.53	12/19/2019						12	2019
Service	SEWER	$111.63	12/19/2019					28050	12	2019
Service	WATER	$139.74	12/19/2019	146940	11/15/2019	149745	12/17/2019	28050	12	2019
Cur Charges		$264.90	12/19/2019						12	2019
Total		$264.90	12/19/2019						12	2019

Calculation Number 97

For 01-00003480-01-3 BLOOMQUIST, JACK at 316 SW MAIN ST

CITY OF MENAHGA
P.O. BOX C
MENAHGA, MN 56464
(218) 564-4557

SERVE AT 316 SW MAIN ST DATE 11/16/2018
34

SERVICE					AMOUNT
PREV BAL					$88.30
RECEIPT	11/06				-$88.30
DEBT SERV					$13.00
FED TEST FE					$0.53
SEWER				5000	$30.86
WATER	11/15	128640	129360	5000	$31.37
CUR CHRGS					$75.76
TOTAL DUE					$75.76

AFTER	PAY	AMOUNT DUE NOW
12/10/2018	$80.76	$75.76

HAVE A SAFE AND HAPPY THANKSGIVING!!

01-00003480-01-3
ACCOUNT NUMBER

CITY OF MENAHGA
P.O. BOX C
MENAHGA, MN 56464
(218) 564-4557

SERVE AT 316 SW MAIN ST DATE 11/19/2019

SERVICE					AMOUNT
PREV BAL					$137.25
RECEIPT	11/06				-$137.25
DEBT SERV					$13.00
FED TEST FE					$0.53
SEWER				22200	$91.39
WATER	11/15	144720	146940	22200	$112.71
CUR CHRGS					$217.63
TOTAL DUE					$217.63

Pd. 12/9/19 #4440

AFTER	PAY	AMOUNT DUE NOW
12/10/2019	$222.63	$217.63

HAVE A HAPPY & SAFE THANKSGIVING!!

01-00003480-01-3
ACCOUNT NUMBER

~~12/10/2018~~
1/15/2019 $110.17
~~$75.76~~

CITY OF MENAHGA
P.O. BOX C
MENAHGA, MN 56464
(218) 564-4557

SERVE AT 316 SW MAIN ST DATE 12/20/2019
34

SERVICE					AMOUNT
PREV BAL					$217.63
RECEIPT	12/11				-$217.63
DEBT SERV					$13.00
FED TEST FE					$0.53
SEWER				28050	$111.63
WATER	12/17	146940	149745	28050	$139.74
CUR CHRGS					$264.90
TOTAL DUE					$264.90

Pd. 1/9/20 #4575

AFTER	PAY	AMOUNT DUE NOW
1/10/2020	$269.90	$264.90

HAVE A HAPPY AND SAFE HOLIDAY SEASON

01-00003480-01-3
ACCOUNT NUMBER

About MnWARN

BECOME A MNWARN MEMBER TODAY!

• Updates on News & Events •
• Access to Online Resources •
• And Much More! •

SIGN UP NOW!

CONTACT US

217 12th Avenue SE
Elbow Lake, MN 56531
Phone: 800-367-6792
mrwa@mrwa.com

MnWARN is a statewide Water/Wastewater Agency Response Network (WARN) of "utilities helping utilities" assists members with:

- Emergency assessment, emergency response, and recovery
- Mutual Aid Agreement for sharing emergency resources with members
- Resources to help recover from a disaster
- Emergency contact network
- Voluntary participation

MnWARN Mission

To promote and support a statewide response to utility emergencies and disasters through mutual assistance for water, wastewater, and stormwater utilities in Minnesota.

What is a WARN?

Leaders in the water/wastewater community and state agencies have joined together to create the Minnesota Water/Wastewater Utilities Agency Response Network. MnWARN is a formal emergency response program in Minnesota.

MnWARN is a mutual aid agreement to provide a program whereby water, wastewater, and storm water utilities sustaining physical damage from natural or man-made disasters in the state of Minnesota can obtain emergency assistance, in the form of personnel, equipment, and materials and other associated services necessary to protect the health and welfare of the utilities' customers. '

Law enforcement and fire departments have been organized for many years. MnWARN is an initiative to organize the water and wastewater professionals to be prepared to respond to water, wastewater, and storm water entities in a professional and timely manner.

A pre-established agreement among a network of utilities can complement and enhance local capabilities to prepare to respond to a broad range of threats, both natural and man-made.

This initiative is not meant to compete with any existing mutual agreements that your utility may already have in place with neighboring communities or counties. This initiative is meant to enhance the abilities of utilities to help utilities.

It is essential that all partners in the water, wastewater, and storm water community work together to support this concept.

What is a MnWARN Event?

MnWARN can be activated only when there has been a formal declaration of an emergency issued by a community's authorized official or alternate, whose name is listed as such on the MnWARN Web site (Mutual Aid Agreement, Article II, Subpart D and Article IV, Subpart A). Once activated, both parties would be acting under the provisions of the Mutual Aid Agreement.

While services may be exchanged among parties who are both MnWARN members, without the formal declaration of an emergency, such activity would not qualify as a MnWARN event and would occur outside of the MnWARN response network.

What is an Emergency?

Any occurrence that is, or is likely to be, beyond the control of the services, personnel, equipment, or facilities of a Party's utility (Article II, Subpart D). Emergencies are generally unforeseen events.

Participation in MnWARN does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have absolute discretion as to the availability of resources. An Authorized Member's decisions on the availability of resources shall be final.

Requests for Assistance

Any water or wastewater utility in Minnesota can request assistance from MnWARN by calling the **Minnesota Duty Officer at 1-800-422-0798.**

The Duty Officer will call the appropriate Regional Director. **The Duty Officer is for MnWARN events only - all questions regarding MnWARN should be directed to the MnWARN directors.** Assistance can be in the form of equipment, supplies, or trained personnel. During an emergency, MnWARN will match equipment, resources, and personnel with those best available within the MnWARN network. MnWARN will coordinate relief efforts for the donating and receiving utility through the incident command center. MnWARN will work with the corresponding local, state, and federal agencies as necessary.

How Does My Utility Participate?

Participation in MnWARN is voluntary and membership is free. To participate in MnWARN, simply fill out the Membership Information Form and Membership Application Questionnaire and submit to MnWARN along with the Mutual Aid Agreement and Resolution. The governing entity must adopt the Mutual Aid Agreement and Resolution. MnWARN also recommends that a sample equipment schedule of fees be adopted by your governing entity. In the event of a MnWARN response, if a schedule of charges is not agreed upon, the default will be FEMA rate of reimbursement.

Members must identify Authorized Officials and alternates, provide contact information including 24-hour access, and maintain resource information made available by the utility for mutual aid and assistance response. This is done in the application process and should be updated annually.

MnWARN Region Directors

Minnesota Water/Wastewater Agency Response Network (MnWARN) consists of nine voting members. Voting members consist of a director from each of the following Regions and Organizations:

Voting Members

Region 1 - Paul Eisenmenger (City of Mankato)
Region 2 - Dave Isaacson (City of Kettle River)
Region 3 - Marc Pritchard (Moorhead Public Service)
Region 4 - Tim Hewett (City of St. Cloud)
Region 5 - Justin Ahlers (City of Lismore)
Region 6 - Todd Karels (City of Waconia)

Pete Moulton - American Water Works Association (AWWA)
Lori Blair - Minnesota Rural Water Association (MRWA)
Randy Poore - Minnesota Wastewater Operator's Association (MWOA)

Minnesota Water/Wastewater Agency Response Network (MnWARN) consists of the following supporting advisory members:

Advisory Members

- Minnesota Department of Health
- Minnesota Pollution Control Agency
- League of Minnesota Cities
- Minnesota Division of Homeland Security and Emergency Management
- Association of Minnesota Emergency Managers
- Minnesota Municipal Utilities Association

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MINNESOTA WATER AGENCY RESPONSE NETWORK (MnWARN) MUTUAL AID AGREEMENT

This Minnesota Water Agency Response Network (MnWARN) Mutual Aid Agreement is made and entered into by the undersigned Parties.

WHEREAS, the Parties hereto are authorized by law or home rule charter to establish a water, wastewater or storm water utility; and

WHEREAS, the Parties hereto have established a water, wastewater and/or storm water utility; and

WHEREAS, the Parties recognize that an Emergency may require Assistance in the form of personnel, equipment and supplies from a Utility outside the Governmental Unit; and

WHEREAS, the governing bodies of the Parties have investigated the facts and determined that it is in their best interests to authorize their Utilities to work cooperatively with another Party's Utilities when there is an Emergency; and

WHEREAS, Minnesota Statutes, Section 471.59 authorizes the Parties by agreement of their governing bodies to jointly or cooperatively exercise any power common to them.

NOW, THEREFORE, in consideration of the mutual covenants made herein, the Parties agree as follows:

ARTICLE I
PURPOSE

The Parties recognize that in an Emergency, their Utilities may require Assistance in the form of personnel, equipment and supplies from outside the area of impact. The purpose of this Agreement is to provide a framework, in the event of an Emergency, for the Parties to participate in an intrastate program for mutual aid assistance to provide water, wastewater and storm water utility services. The Parties authorize their Utilities to cooperatively assist other Party's Utilities when there is an Emergency, subject to the discretion of the Responding Party's Authorized Official as set forth in Article IV.

ARTICLE II
DEFINITIONS

A. Agreement — This Water Agency Response Network Mutual Aid Agreement.

B. Assistance — Resources, including but not limited to personnel, equipment, material and supplies that a Responding Party's Utility provides to a Receiving Party's Utility.

C. Authorized Official — An employee or official of a Party's Utility that is authorized by the Party's governing body to request Assistance or provide Assistance under this Agreement.

D. Emergency — Any occurrence that is, or is likely to be, beyond the control of the services, personnel, equipment or facilities of a Party's Utility.

E. Governmental Unit — A city, county or township in Minnesota or a city's public utilities commission.

F. MnWARN — The framework for public water, wastewater and storm water utilities in Minnesota to assist other public water, wastewater and storm water utilities when there is an Emergency that requires Assistance from another Utility. The framework includes this Agreement and other resources to be developed and coordinated by the Statewide Committee to implement the purpose of this Agreement.

G. National Incident Management System (NIMS) — A national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.

H. Party/Parties — One or more governmental units that has a water, wastewater or stormwater utility that executes this Agreement or adopts this Agreement by resolution pursuant to Article XIV.

I. Period of Assistance — The period of time when a Responding Party assists a Receiving Party. The period commences when personnel, equipment or supplies depart from a Responding Party's facility and ends when the resources return to their facility. All protections identified in the Agreement apply during this period. The Period of Assistance may occur during response to or recovery from an Emergency.

J. Receiving Party — A Party who requests and receives Assistance under this Agreement.

K. Responding Party — A Party that provides Assistance to another Party pursuant to this Agreement.

L. Statewide Committee — The committee responsible for overseeing MnWARN on a statewide level.

M. Steering Committee — The leadership group that established MnWARN and the development of this Agreement.

N. Utility/Utilities — A water, wastewater and/or storm water utility of a Party.

ARTICLE III
ADMINISTRATION

A. Statewide Committee.

1. Voting Members. MnWARN shall be administered through a Statewide Committee. The Statewide Committee shall be comprised of nine (9) voting members. The voting members of the Statewide Committee shall be comprised as follows: (i) an employee or official of a Utility located in Region 1 of the Minnesota Division of Homeland Security and Emergency Management Regions; (ii) an employee or official of a Utility located in Region 2 of the Minnesota Division of Homeland Security and Emergency Management Regions; (iii) an employee or official of a Utility located in Region 3 of the Minnesota Division of Homeland Security and Emergency Management Regions; (iv) an employee or official of a Utility located in Region 4 of the Minnesota Division of Homeland Security and Emergency Management Regions; (v) an employee or official of a Utility located in Region 5 of the Minnesota Division of Homeland Security and Emergency Management Regions; (vi) an employee or official of a Utility located in Region 6 of the Minnesota Division of Homeland Security and Emergency Management Regions; (vii) an employee or official of the Minnesota Rural Water Association; (viii) a representative from the Minnesota Section of the American Water Works Association; and (ix) a representative of the Minnesota Wastewater Operator's Association.

   a. Initial Voting Members. The initial voting members representing the six regions of the Minnesota Division of Homeland Security and Emergency Management Regions shall be selected by the Steering Committee. The other three voting members shall be selected by the organization they represent.

   b. Subsequent Voting Members. The appointment or election of subsequent voting members shall be done in accordance with bylaws to be adopted by the Statewide Committee.

   c. Terms. The terms of the voting members shall be established by the bylaws to be adopted by the Statewide Committee.

   d. Changes. The Statewide Committee may change the number or composition of the voting members in accordance with its bylaws.

2. Advisory Members. There shall be at least six (6) advisory members of the Statewide Committee who shall not be entitled to vote. The advisory member shall consist of a representative to be selected by each of the following organizations: (i) the Minnesota Pollution Control Agency; (ii) the Minnesota Department of Health; (iii) Minnesota Homeland Security and Emergency Management; (iv) the Association of Minnesota Emergency Managers; (v) the Minnesota Municipal Utilities Association; and (vi) the League of Minnesota Cities. The voting members of the Statewide Committee may change the number or composition of the advisory members in accordance with its bylaws. The terms of the advisory members shall be established by the bylaws of the Statewide Committee.

3. Officers. The Statewide Committee shall have the following officers: a Chair, a Vice-Chair and a Secretary. The initial officers shall be elected by the Statewide Committee at its first meeting. The terms of the initial officers and subsequently elected officers

shall be established by the bylaws of the Statewide Committee. The officers shall have the following powers:

a. Chair. The Chair shall have no more power than any other member of the Statewide Committee except that the Chair shall act as the presiding officer at all Statewide Committee meetings and may have other duties as assigned from time to time and prescribed by the Statewide Committee.

b. Vice-Chair. The Vice-Chair shall act as the presiding officer at any Statewide Committee meeting not attended by the Chair and shall perform the Chair's duties in the Chair's absence. The Vice-Chair may have other duties as assigned from time to time and prescribed by the Statewide Committee.

c. Secretary. The Secretary shall be responsible for ensuring that minutes are prepared for all Statewide Committee meetings. The Secretary shall also keep all books and records of the Statewide Committee and shall give all notices required by law, and may have other duties as assigned from time to time and prescribed by the Statewide Committee. The Statewide Committee may delegate all or part of the Secretary's duties required under this Section to another person; provided that such delegation shall not relieve the Secretary of ultimate responsibility for these duties

4. Powers. The Statewide Committee shall have the following powers:

a. To coordinate emergency planning and response activities of Utilities in coordination with the emergency management and public health system of the State;

b. To adopt policies and procedures to further the purpose of MnWARN;

c. To establish committees, including regional committees, to assist in implementing the purpose of MnWARN;

d. To develop a resource list of personnel, equipment, supplies and other resources that may be used to provide Assistance;

e. To establish a website to facilitate the Parties' use of MnWARN;

f. To develop protocols, forms or procedures for Parties to request assistance;

g. To develop educational materials; and

h. To develop training materials and conduct training for Parties.

5. Meetings. The Statewide Committee shall hold meetings as follows:

a. Organizational Meeting. An organizational meeting shall be held at a time and place to be determined by the Steering Committee.

b. Regular Meetings. Thereafter, the Statewide Committee shall meet at least annually. A schedule of regular meetings may be adopted by the Statewide

Committee at the organizational meeting. A schedule of regular meetings may be changed from time to time as deemed necessary by the Statewide Committee.

c. Special Meetings. Special meetings of the Statewide Committee may be called by the Chair and must be called by the Chair upon written request of two Statewide Committee members.

d. Quorum. The Statewide Committee shall not take official action unless a majority of the voting members are present in person or via electronic communication.

ARTICLE IV
REQUESTS FOR ASSISTANCE

A. Party Responsibility. The Parties shall identify an Authorized Official and one or more alternates; provide contact information including 24-hour access; and maintain the resource information required contained in the member information form to be developed by the Statewide Committee. The Parties shall update this information as required by the bylaws.

In the event of an Emergency, a Party's Authorized Official may request Assistance from a Party's Utility. The Authorized Official must specifically state that Assistance is being requested under MnWARN to activate the provisions of this Agreement. Requests for Assistance can be made orally or in writing. When made orally, the request for Assistance shall be prepared in writing as soon as practicable. Requests for Assistance shall be directed to the Authorized Official of a Party. Specific protocols for requesting Assistance shall be established by the Statewide Committee.

B. Response to a Request for Assistance. After a Party receives a request for Assistance, the Authorized Official should evaluate if resources are available to respond to the request for Assistance. Following the evaluation, the Responding Party's Authorized Official shall inform, as soon as possible, the Receiving Party's Authorized Official if it can provide Assistance. If Assistance is provided, the Responding Party shall inform the Receiving Party about the type of available resources and the approximate arrival time of such resources.

C. Discretion of Responding Party's Authorized Official. Adoption of this Agreement does not create any duty to provide Assistance. When a Party receives a request for Assistance, the Authorized Official shall have absolute discretion to provide Assistance or to not provide Assistance. A Party's decision to provide Assistance or not provide Assistance shall be final. No Party nor any employee or officer of any Party shall be liable to any other Party or to any person for failure of any Party to furnish Assistance or for recalling Assistance.

ARTICLE V
RESPONDING PARTY PERSONNEL

A. National Incident Management System (NIMS). When providing Assistance under this Agreement, the Requesting Party's Utility and the Responding Party's Utility shall be organized and function under NIMS.

B. Control. The personnel of a Responding Party providing Assistance shall be under the direction and control of the Receiving Party until the Responding Party's Authorized Official withdraws Assistance. The Receiving Party's Authorized Official shall coordinate response

activities with the Responding Party's Authorized Official. Whenever practical, Responding Party personnel should plan to be self sufficient for up to 72 hours.

C. Food and Shelter. The Receiving Party shall supply reasonable food and shelter for Responding Party personnel for Assistance that is provided for more than 72 hours. If the Receiving Party is unable to provide food and shelter for a Responding Party's personnel, the Responding Party's Authorized Official or designee is authorized to secure food and shelter for its personnel and shall be entitled to reimbursement for such expenses from the Receiving Party. Reimbursement for food and shelter shall reflect the actual costs incurred by the Responding Party. If receipts are not available, the Responding Party cannot request reimbursement in excess of the State per diem rates for that area.

D. Communication. The Receiving Party shall provide Responding Party personnel with radio equipment as available, or radio frequency information to program existing radios, in order to facilitate communication among personnel providing Assistance.

E. Status. Unless otherwise provided by law, the Responding Party's officers and employees retain the same privileges, immunities, rights, duties, and benefits as provided in their respective jurisdictions.

F. Licenses and Permits. To the extent permitted by law, Responding Party personnel who hold licenses, certificates, or permits evidencing professional, mechanical, or other skills shall be allowed to carry out activities and tasks relevant and related to their respective credentials during the Period of Assistance.

G. Right to Withdraw. The Responding Party's Authorized Official retains the right to withdraw some or all of its resources at any time. Notice of intention to withdraw must be communicated to the Receiving Party's Authorized Official as soon as possible.

ARTICLE VI
COST REIMBURSEMENT

Unless otherwise mutually agreed in whole or in part, the Receiving Party shall reimburse the Responding Party for each of the following categories of costs incurred while providing Assistance during the Period of Assistance.

A. Personnel. A Responding Party shall be reimbursed for its actual costs paid to personnel providing Assistance during the Period of Assistance. The Responding Party's designated supervisor(s) must keep accurate records of work performed by personnel during the Period of Assistance. Reimbursement to the Responding Party must consider all personnel costs, such as salaries or hourly wages, including overtime, and costs for fringe benefits and indirect costs.

B. Equipment. The Receiving Party shall reimburse the Responding Party for the use of equipment during a Period of Assistance pursuant to the Responding Party's rate schedule. If the Responding Party does not have a rate schedule, the rates for equipment use must be based on the Federal Emergency Management Agency's (FEMA) Schedule of Equipment Rates. If a Responding Party uses rates different from those in the FEMA Schedule of Equipment Rates, the Responding Party must provide such rates in writing to the Receiving Party prior to supplying Assistance. Reimbursement for equipment not referenced on a Party's rate schedule or the FEMA Schedule of Equipment Rates must be developed based on actual recovery of costs.

C. Materials and Supplies. The Receiving Party must reimburse the Responding Party in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies. The Responding Party must not charge direct fees or rental charges to the Receiving Party for other supplies and reusable items that are returned to the Responding Party in a clean, damage-free condition. Reusable supplies that are returned to the Responding Party with damage must be treated as expendable supplies for purposes of cost reimbursement.

D. Payment Period. The Responding Party must provide an itemized bill to the Receiving Party for all expenses it incurred as a result of providing Assistance under this Agreement. The Responding Party must send the itemized bill not later than ninety (90) days following the end of the Period of Assistance. The Receiving Party must pay the undisputed portion of the bill in full on or before the forty-fifth (45th) day following the billing date. Unpaid bills become delinquent upon the forty-sixth (46th) day following the billing date, and, once delinquent, the bill accrues interest at the standard rate of interest charged by the Responding Party for unpaid bills. If the Responding Party does not have a standard rate, the interest rate shall be the rate of prime, as reported by the *Wall Street Journal,* plus two percent (2%) per annum. Any undisputed amount must be resolved using the procedures set forth in Article VII.

ARTICLE VII
DISPUTES

The Parties agree to act in good faith to undertake resolution of disputes, in an equitable and timely manner and in accordance with the provisions of this Agreement. If disputes cannot be resolved informally by the Parties, the following procedures shall be used:

A. Mediation. If there is a failure between Parties to resolve a dispute on their own, the Parties shall first attempt to mediate the dispute. The Parties shall agree upon a mediator, or if they cannot agree, the Statewide Committee Chair shall select a mediator. If the Chair of the Statewide Committee, has a conflict of interest, the duty for selecting a mediator shall pass to the Vice-Chair.

B. Arbitration. If the dispute remains unresolved following mediation, the dispute shall be submitted to arbitration under the Uniform Arbitration Act, Minnesota Statutes, Sections 572.08-.30. If the Parties cannot agree on one or more arbitrators, the arbitrator(s) shall be selected using the same procedure set forth for selecting a mediator. The decision of the majority of the arbitrators shall not be binding upon the Parties. If the arbitration decision is not accepted, the Parties may pursue any other legal remedy to resolve the dispute.

ARTICLE VIII
RECEIVING PARTY'S DUTY TO INDEMNIFY

For the purposes Minnesota Municipal Tort Liability Act, Minnesota Statutes, Chapter 466, the employees and officers of the Responding Party are deemed to be employees (as defined in Minnesota Statutes, Section 466.01, subdivision 6) of the Receiving Party.

The Receiving Party shall defend, indemnify and hold harmless, the Responding Party, its officers, employees, volunteers and agents from all claims, loss, damage, injury, and liability of

every kind, nature, and description, directly or indirectly arising from the Responding Party's Assistance during the Period of Assistance. The scope of the Receiving Party's duty to indemnify includes, but is not limited to, suits arising from, or related to, negligent or wrongful use of equipment or supplies on loan to the Receiving Party, or faulty workmanship or other negligent acts, errors, or omissions by the Responding Party personnel. The Receiving Party shall not be required to defend and indemnify the Responding Party for any willful or wanton misconduct of the Responding Party or its officer, employees, volunteers or agents. Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits of liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The intent of this article is to impose on each Receiving Party a limited duty to defend and indemnify a Responding Party for claims arising within the Receiving Party's jurisdiction subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among defendants and to permit liability claims against multiple defendants from a single occurrence to be defended by a single attorney.

The Receiving Party's duty to indemnify is subject to, and shall be applied consistent with, the conditions set forth in Article X.

ARTICLE IX
DAMAGE TO EQUIPMENT

Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue any other Party for any damages to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other Party or its officers, employees, or volunteers.

ARTICLE X
WORKERS' COMPENSATION

Each Party shall be responsible for injuries or death of its own personnel. Each Party will maintain workers' compensation insurance or self-insurance coverage, covering its personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue another Party for any workers' compensation benefits paid to its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue another Party for any workers' compensation benefits paid to its own employee or volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of another Party or its officers, employees or volunteers.

ARTICLE XI
INSURANCE

Parties to this Agreement shall maintain the following liability coverages: (1) commercial general liability; and (2) automobile liability, including owned, hired, and non-owned automobiles. Each policy shall have a limit at least equal to the maximum municipal liability limit in Section 466.04, subd. 1. If the policy contains a general aggregate limit, the general aggregate limit shall not be less than double the maximum municipal liability limit in Section 466.04, subd. 1.

ARTICLE XII
WITHDRAWAL

A Party may withdraw from this Agreement by providing written notice of its intent to withdraw to the Statewide Committee Secretary. Withdrawal takes effect 60 days after notice is sent.

ARTICLE XIII
INTRASTATE AND INTERSTATE MUTUAL AID AND ASSISTANCE PROGRAMS

To the extent practicable, Parties to this Agreement are encouraged to participate in mutual aid and assistance activities conducted under the State of Minnesota Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Parties may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for Utilities through this Agreement if such a Program were established.

ARTICLE XIV
NEW MEMBERS

Other Governmental Units may be added to this Agreement upon approval of their governing body as evidenced by adoption of the resolution attached as Exhibit I to this Agreement and execution by the Governmental Unit's authorized representatives. A Governmental Unit shall not become a Party to this Agreement until a certified copy of the resolution is received by the Statewide Committee Secretary. The Statewide Committee Secretary shall maintain a master list of all Parties to this Agreement.

ARTICLE XV
GENERAL PROVISIONS
MODIFICATION

A. Modification. No provision of this Agreement may be modified, altered or rescinded by individual parties to the Agreement. Modifications to this Agreement may be due to programmatic operational changes to support the Agreement. Modifications require a simple majority vote of the Parties to this Agreement. The Statewide Committee Secretary shall provide written notice to all Parties of approved modifications to this Agreement. Approved modifications take effect 60 days after the date upon which notice is sent to the Parties.

B. Signatory Indemnification. In the event of a liability, claim, demand, action or proceeding of whatever kind or nature arising out of a Period of Assistance, the Parties who receive and provide Assistance shall indemnify and hold harmless those Parties whose involvement in the transaction or occurrence that is the subject of such claim, action, demand or other proceeding is limited to execution of this Agreement.

C. Prohibition on Third Parties and Assignment of Rights/Duties. This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and are without effect.

D. Notice. A Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties to this Agreement shall

provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

E. Effective Date. This Agreement shall be effective after approval by the Parties' governing body and execution by the Parties' authorized representatives.

F. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota.

G. Captions. Article and section headings contained in this Agreement are included for convenience only and form no part of the Agreement among the Parties.

H. Waivers. The waiver by a Party of any breach or failure to comply with any provision of this Agreement by another Party shall not be construed as, or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

I. Counterparts**.** This Agreement may be executed in several counterparts, each of which shall be an original, all of which shall constitute but one and the same instrument.

J. Savings Clause. If any court finds any article, section or portion of this Agreement to be contrary to law or invalid, the remainder of the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the Parties, by action of their respective governing bodies, caused this Agreement to be approved on the dates below.

City of _____, Minnesota

The City Council of _____, Minnesota duly approved this Agreement on the _____ day of _____, 20__.

By: _____
Its Mayor

And: _____
Its Clerk

EXHIBIT I

RESOLUTION AUTHORIZING GOVERNMENTAL
UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK
(MnWARN)

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of [name of governmental unit] considers it to be in the best interests of the [City][County][Town] to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that [name of governmental unit]:

1. Authorizes [position title of designated employee or official] and [position title of designated employee or official] to sign this resolution evidencing the intent of [name of governmental unit] to be a party to MnWARN; and

2. [Name of designated employee or official] is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and

3. [Name of political subdivision] agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, [name of governmental unit], by action of its governing body, caused this Resolution to be approved on [Month/Date/Year].

By: _____

Its _____

And: _____

Its _____

EXHIBIT I

RESOLUTION AUTHORIZING GOVERNMENTAL
UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK
(MnWARN)

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of the _____ considers it to be in the best interest of the City to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the _____:

1. Authorizes the Mayor and Clerk-Administrator-Treasurer to sign this resolution evidencing the intent of _____ to be a party to MnWARN; and

2. Clerk-Administrator-Treasurer is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and

3. _____ agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, _____ by action of its governing body caused this Resolution to be approved on _____.

By: _____

Its Mayor

And: _____

Its Clerk-Administrator-Treasurer

MAIL TO:
Secretary of Statewide Committee
MnWARN
217 12th Avenue SE
Elbow Lake, MN 56531

From:	Janet Aultman
To:	Adam Templin; Amanda Pachel Menahga; Carol Pearson; Cheryl Hahn; City of Bertha; City of Clarissa; Cityo f Hewitt; cityofdc@abetterwireless.com; Curtis Kreklau - Menahga (cmenahga@wcta.net); Deb Klovstad; Matt Uselman; Melissa @ Verndale; Renata Parks Menahga; Ronald Yliniemi PW Menahga; Tanya Edwards - Menahga (depclerk@wcta.net); thoppe@wcta.net
Cc:	LeRoy, Kristen
Subject:	City-owned Playgrounds, Campgrounds City Pools and Beaches
Date:	Wednesday, April 8, 2020 3:13:06 PM

Hello to the Tri-County Regional Safety Group.

MMUA has been receiving questions from cities as to how they should handle city-owned Playgrounds, Campgrounds, Pools and Beaches.

Here is the response from Joel Muller, Loss Control Field Service Manager, Minnesota League of Cities, as it relates to questions regarding Playgrounds and Campgrounds.
Additional information on City-owned Pools and City Beaches.

Playgrounds can be open if they city opts to do so. The Governor changed his earlier stance on that. We are seeing a mix of how a city is addressing it at their locations. Some are keeping the play features open, place social distancing signs, along with play at your own risk signage indicating equipment has not been disinfected. Others have opted to placed "playground closed signs" across all sides where the play features are located. Some even as far as placing snow fencing around the play features. The city makes their own call there.

The same is going on with city run campgrounds. It is up to the city to make that call on open or closed. We have a couple who have opted to still be open but in a limited basis and with some restrictions. They sign for social distancing, some with permits have created spacing by alternating the permits being issued as they do not want people setting up tents next to each other but I just read an enforcement issue with that written all over it myself. I have run across a couple where the campground can still be used for walks – green space- etc. but the city has decided to placed campground close until further notice and providing updates on their website of what is open and closed to keep the residents informed.

As far as a date to watch look for May 1st. That is a date that the MN Park and Rec groups, a lot of tennis, basketball, softball, associations are using as to then they are going to relook at all of this and determine when activities and leagues can start or when a new open date has to be set

Additional information:
MPLS closes beaches and pools for entire summer season……

https://www.startribune.com/minneapolis-closes-beaches-pools-and-programs-for-entire-summer/569339592/

Please don't hestitate to contact me if you have any questions relating to safety and health…..I will do my darndest to get back to you with correct and accurate information.

Stay Safe! Stay Healthy! We'll get through this together

Janet Aultman
Regional Safety Coordinator
Minnesota Municipal Utilities Association
Cell: 612.670.3628

Example of what another city is doing

Consideration of Bills

Check Registers

City of Menahga

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL CHECKING					
59649	03/03/20	**MENAHGA BAKE SHOP**			
E 101-41410-430		Miscellaneous Expense	$24.00	296732	Donuts for Elections
		Total	$24.00		
59651	03/05/20	**CAROL ANN CLEVELAND**			
E 101-41410-101		Salaries	$84.00		NH Election
E 101-41410-101		Salaries	$12.00		Training
E 101-41410-101		Salaries	$174.00		Election
		Total	$270.00		
59652	03/05/20	**ANNAMAE GUNSOLUS-HOLZWORTH**			
E 101-41410-101		Salaries	$114.00		Election
E 101-41410-101		Salaries	$60.00		NH Election
E 101-41410-101		Salaries	$12.00		Training
		Total	$186.00		
59653	03/05/20	**LENZEN, DEBRA L.**			
E 101-41410-101		Salaries	$57.00		Election
		Total	$57.00		
59654	03/05/20	**LARRY MURPHY**			
E 101-41410-101		Salaries	$168.00		Election
E 101-41410-101		Salaries	$12.00		Training
		Total	$180.00		
59655	03/05/20	**SABIN, DAN**			
E 101-41410-101		Salaries	$168.00		Election
E 101-41410-101		Salaries	$24.00		Training
E 101-41410-331		Travel & Conference	$12.65		Mileage
		Total	$204.65		
59656	03/06/20	**206 ENTERTAINMENT**			
E 609-49760-215		Entertainment	$400.00		St. Urho Days
E 609-49760-215		Entertainment	($400.00)		St. Urho Days
		Total	$0.00		
59657	03/06/20	**BERNICK'S**			
E 609-49750-254		Snack, Ice, Soda Purchas	$64.70	179702	
E 609-49750-252		Beer Purchases	$175.60	179703	
		Total	$240.30		
59658	03/06/20	**BEVERAGE WHOLESALERS INC.**			
E 609-49750-252		Beer Purchases	$520.20	101833	
E 609-49750-252		Beer Purchases	$824.78	103619	
E 609-49750-252		Beer Purchases	$690.85	104628	
		Total	$2,035.83		
59659	03/06/20	**BIG PIINE PROPERTIES**			
E 601-49400-430		Miscellaneous Expense	$48.76		W/S credit overpayment 5/2019

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March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$48.76		
59660	03/06/20	**BREAKTHRU BEVERAGE**			
E 609-49750-251		Liquor Purchases	$1,907.37	1081096749	
E 609-49750-333		Freight	$48.56	1081096749	
E 609-49750-333		Freight	$12.18	1081103046	
E 609-49750-251		Liquor Purchases	$830.03	1081103046	
		Total	$2,798.14		
59661	03/06/20	**CARDMEMBER SERVICE**			
E 609-49750-210		Operating Supplies	$242.06		
E 609-49760-210		Operating Supplies	$242.05		
E 101-42110-322		Postage	$10.90		
E 101-42110-210		Operating Supplies	$1,592.16		
E 101-41400-200		Office Supplies	$2,319.44		
E 101-45200-433		Dues and Subscriptions	$89.20		
E 101-42200-433		Dues and Subscriptions	$935.00		
E 101-42200-210		Operating Supplies	$100.00		
E 101-42200-331		Travel & Conference	$1,300.06		
E 101-42200-210		Operating Supplies	($479.75)		
		Total	$6,351.12		
59662	03/06/20	**CINTAS**			
E 609-49750-210		Operating Supplies	$41.98	4041998474	
E 609-49760-210		Operating Supplies	$41.99	4041998474	
E 609-49760-305		Professional Services	$69.72	4043268543	
E 609-49750-305		Professional Services	$69.71	4043268543	
		Total	$223.40		
59663	03/06/20	**CITY OF MENAHGA**			
E 101-43100-382		Water/Sewer Utilities	$62.89		Shop
E 101-41940-382		Water/Sewer Utilities	$49.32		Learning Center
E 609-49760-382		Water/Sewer Utilities	$96.76		LS
E 101-41940-382		Water/Sewer Utilities	$58.00		Fire/City Hall
E 101-41940-382		Water/Sewer Utilities	$49.63		Museum
		Total	$316.60		
59664	03/06/20	**CORE & MAIN LP**			
E 601-49400-220		Repair & Maintenance	$216.73	L980838	
E 601-49400-220		Repair & Maintenance	$216.73	I980838	
E 601-49400-220		Repair & Maintenance	$63.07	L980839	
E 602-49450-220		Repair & Maintenance	$63.07	I980839	
E 601-49400-220		Repair & Maintenance	$310.02	L989127	
E 601-49400-220		Repair & Maintenance	$310.02	I989127	
		Total	$1,179.64		
59665	03/06/20	**CREATIVE PRODUCT SOURCE, INC.**			
E 101-42110-210		Operating Supplies	$77.27	cpi083754	
		Total	$77.27		
59666	03/06/20	**CULLIGAN OF WADENA**			

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 609-49750-305		Professional Services	$46.75		
		Total	$46.75		
59667	03/06/20	**D & D Beverage**			
E 609-49750-252		Beer Purchases	$3,020.60	346-00446	
E 609-49760-210		Operating Supplies	$30.17	346-00509	
E 609-49750-252		Beer Purchases	$3,008.55	346-00509	
E 609-49750-252		Beer Purchases	$2,228.25	346-00567	
		Total	$8,287.57		
59668	03/06/20	**DACOTAH PAPER CO.**			
E 609-49750-210		Operating Supplies	$46.65		
E 609-49760-210		Operating Supplies	$46.65	40568	
E 609-49760-210		Operating Supplies	$160.99	47997	
E 609-49750-210		Operating Supplies	$242.53	47997	
		Total	$496.82		
59669	03/06/20	**DELTA DENTAL OF MINNESOTA**			
G 750-21717		Dental Insurance	$149.75	rls000266798	
		Total	$149.75		
59670	03/06/20	**D-S BEVERAGES INC.**			
E 609-49750-252		Beer Purchases	$481.95	74-07501b	
E 609-49750-252		Beer Purchases	$2,470.20	74-07545	
E 609-49750-252		Beer Purchases	$4,546.50	74-07575	
		Total	$7,498.65		
59671	03/06/20	**EHLERS & ASSOCIATES INC.**			
E 101-41400-305		Professional Services	$1,000.00	82893	
E 101-41400-305		Professional Services	$250.00	82894	
		Total	$1,250.00		
59672	03/06/20	**FARNAMS GENUINE PARTS, INC**			
E 101-42110-220		Repair & Maintenance	$105.08		Account #25845
		Total	$105.08		
59673	03/06/20	**GIOVANNI'S**			
E 609-49760-254		Snack, Ice, Soda Purchas	$163.30	0402102003	
E 609-49760-254		Snack, Ice, Soda Purchas	$64.90	0402242003	
		Total	$228.20		
59674	03/06/20	**GRANITE CITY JOBBING**			
E 609-49750-256		Tobacco Products For Re	$180.54	172624	
E 609-49750-254		Snack, Ice, Soda Purchas	$116.80	172624	
E 609-49750-333		Freight	$4.25	172624	
E 609-49750-256		Tobacco Products For Re	$455.55	174467	
E 609-49750-254		Snack, Ice, Soda Purchas	$54.21	174467	
E 609-49760-254		Snack, Ice, Soda Purchas	$68.06	174467	
		Total	$879.41		
59675	03/06/20	**HAWKINS INC.**			

City of Menahga

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-210		Operating Supplies	$1,098.10	4661601	
E 601-49400-210		Operating Supplies	$430.87	4671148	
		Total	$1,528.97		
59676	03/06/20	**HEGGIES PIZZA**			
E 609-49760-254		Snack, Ice, Soda Purchas	$269.15	1010408012	
E 609-49760-254		Snack, Ice, Soda Purchas	$162.90	1010422013	
		Total	$432.05		
59677	03/06/20	**JIM DANDY SNACK FOOD CO.**			
E 609-49760-254		Snack, Ice, Soda Purchas	$103.50	55714	
		Total	$103.50		
59678	03/06/20	**JOHNSON BROTHERS LIQUOR CO.**			
E 609-49750-251		Liquor Purchases	$88.57		1477085
E 609-49750-251		Liquor Purchases	$32.19		2686071
E 609-49750-251		Liquor Purchases	$757.55	1466354	
E 609-49750-251		Liquor Purchases	$7,007.40	1497411	
E 609-49750-333		Freight	$53.86	1507875	
E 609-49750-251		Liquor Purchases	$2,122.42	1507875	
E 609-49750-251		Liquor Purchases	$1,424.39	2693239	
E 609-49750-333		Freight	$31.19	6002355	
E 609-49750-251		Liquor Purchases	$2,213.32	6002355	
E 609-49750-251		Liquor Purchases	$276.54	7269476	
E 609-49750-333		Freight	$1.89	7275035	
E 609-49750-251		Liquor Purchases	$72.00	7275035	
		Total	$14,081.32		
59679	03/06/20	**K & K TRUCK & AUTO REPAIR**			
E 602-49450-220		Repair & Maintenance	$220.00		Gray truck
E 101-42110-220		Repair & Maintenance	$37.50		
		Total	$257.50		
59680	03/06/20	**KOMULAINEN, THEODORE**			
E 101-43100-217		Uniform Allowance	$134.87		6
		Total	$134.87		
59681	03/06/20	**L & M - PARK RAPIDS 10137-6**			
E 601-49400-210		Operating Supplies	$89.99	7164590	
		Total	$89.99		
59682	03/06/20	**LAKE COUNTRY FOODS**			
E 101-41400-200		Office Supplies	$11.98		
E 609-49750-210		Operating Supplies	$258.85		
		Total	$270.83		
59683	03/06/20	**LAKES AREA COOPERATIVE**			
E 101-43100-383		Gas Utilities	$357.00	31026	
E 101-43100-383		Gas Utilities	$404.46	31211	
		Total	$761.46		

City of Menahga

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
59684	03/06/20	**LAW ENFORCEMENT LABOR SERVICES**			
G 750-21719		LELS Union Dues	$124.00		
		Total	$124.00		
59685	03/06/20	**LES' ELECTRIC INC.**			
E 101-43100-220		Repair & Maintenance	$3.46	1785	
E 602-49450-220		Repair & Maintenance	$200.64	6493	
E 101-43100-220		Repair & Maintenance	$826.21	6542	Shop repairs from snow
E 101-41940-580		Other Equipment	$362.33	6546	
E 101-43100-220		Repair & Maintenance	$504.67	6547	
		Total	$1,897.31		
59686	03/06/20	**MARCO TECHNOLOGIES LLC**			
E 101-41400-350		Printing & Publishing	$361.55	408123370	
		Total	$361.55		
59687	03/06/20	**MARJON PRINTERS**			
E 609-49750-340		Advertising	$174.00		Fishing Derby
		Total	$174.00		
59688	03/06/20	**MID-CENTRAL ICE, LLC**			
E 609-49750-254		Snack, Ice, Soda Purchas	$56.00	003b013368	
		Total	$56.00		
59689	03/06/20	**MN DEPARTMENT OF HEALTH**			
R 601-00000-37170		Federal Test Fee	$1,341.00		
		Total	$1,341.00		
59690	03/06/20	**MINNESOTA POLLUTION CONTROL**			
E 601-49400-433		Dues and Subscriptions	$345.00	10000093467	
		Total	$345.00		
59691	03/06/20	**MINNESOTA POWER**			
E 101-43160-381		Electric Utilities	$650.06		1699020000
E 101-41940-381		Electric Utilities	$290.26		1051018411
E 101-43160-381		Electric Utilities	$31.11		9473120000
E 101-43160-381		Electric Utilities	$382.57		8850020000
E 101-43160-381		Electric Utilities	$401.34		0542018421
E 101-45200-381		Electric Utilities	$14.25		9766000000
E 609-49750-381		Electric Utilities	$848.79		0082018421
E 101-45200-381		Electric Utilities	$26.99		0159018421
E 601-49400-381		Electric Utilities	$1,564.72		0178018411
E 602-49450-381		Electric Utilities	$48.81		0363118411
E 602-49450-381		Electric Utilities	$35.03		3714200000
E 602-49450-381		Electric Utilities	$18.39		0496028411
E 101-45200-381		Electric Utilities	$15.30		0551018411
E 101-43100-381		Electric Utilities	$146.75		0568018411
E 602-49450-381		Electric Utilities	$99.87		0668018411
E 602-49450-381		Electric Utilities	$243.41		0026018421
E 602-49450-381		Electric Utilities	$27.82		0763118421

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45200-381		Electric Utilities	$79.95		0816330561
E 602-49450-381		Electric Utilities	$27.24		2926910000
E 101-41940-381		Electric Utilities	$294.56		0078018411
E 602-49450-381		Electric Utilities	$21.54		0926910000
		Total	$5,268.76		
59692	03/06/20	**MINNESOTA PUMP WORKS**			
E 602-49450-220		Repair & Maintenance	$557.00	00009914	
		Total	$557.00		
59693	03/06/20	**NORTHERN BUSINESS PRODUCTS**			
E 101-41400-200		Office Supplies	$182.48		
		Total	$182.48		
59694	03/06/20	**AMANDA PACHEL**			
E 101-41400-210		Operating Supplies	$25.08		
		Total	$25.08		
59695	03/06/20	**PEDERSON OIL SERVICES, INC.**			
E 101-43100-212		Motor Fuels & Lubricants	$736.71	28568	
		Total	$736.71		
59696	03/06/20	**PEMBERTON LAW, P.L.L.P.**			
E 101-41500-304		Legal Services	$1,493.70		KAH/KLN
E 101-41500-304		Legal Services	$1,121.00		JMH
E 101-41500-304		Legal Services	$1,179.00		RDF
		Total	$3,793.70		
59697	03/06/20	**RAMSTAD, SKOYLES & WINTERS, PA**			
E 101-41500-304		Legal Services	$1,008.38		TW
		Total	$1,008.38		
59698	03/06/20	**RMB ENVIRONMENTAL LAB. INC.**			
E 602-49450-305		Professional Services	$56.00	492030	
		Total	$56.00		
59699	03/06/20	**S.C.D. TAP BEER LINE CLEANING**			
E 609-49760-220		Repair & Maintenance	$41.00	3165	
		Total	$41.00		
59700	03/06/20	**SKARO, SCOTT**			
E 101-43100-220		Repair & Maintenance	$20.00	297134	
		Total	$20.00		
59701	03/06/20	**SOUTHERN GLAZER'S OF MN**			
E 609-49750-251		Liquor Purchases	$1,829.97	1921612	
E 609-49750-333		Freight	$39.10	1921612	
E 609-49750-333		Freight	$26.07	1926758	
E 609-49750-251		Liquor Purchases	$1,866.98	1926758	
		Total	$3,762.12		
59702	03/06/20	**SPIRIT LAKE LUMBER**			

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March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-220		Repair & Maintenance	$80.85	64632	
E 101-43100-220		Repair & Maintenance	$14.09	64666	
		Total	$94.94		
59703	03/06/20	**SURPLUS SERVICES**			
E 101-42110-200		Office Supplies	$3.00	00013214	
E 101-42110-200		Office Supplies	$144.50	20039550	
		Total	$147.50		
59704	03/06/20	**TASC**			
G 750-21717		Dental Insurance	$494.44		Renewal/Admin Fees
G 750-21717		Dental Insurance	$15.00		in1712869
		Total	$509.44		
59705	03/06/20	**TEDS HARDWARE #2**			
E 602-49450-220		Repair & Maintenance	$8.89	60888	
		Total	$8.89		
59706	03/06/20	**TODD-WADENA ELECTRIC COOP**			
E 101-43100-381		Electric Utilities	$698.40	9960001	
		Total	$698.40		
59707	03/06/20	**VIKING COCA-COLA BOTTLING**			
E 609-49750-254		Snack, Ice, Soda Purchas	$97.60	2483942	
		Total	$97.60		
59708	03/06/20	**WARNICK'S JANITORIAL SERV.**			
E 609-49760-386		Cleaning Services	$75.17	12079	
E 609-49750-386		Cleaning Services	$75.16	12079	
		Total	$150.33		
59709	03/06/20	**WATCHGUARD VIDEO**			
E 101-42110-220		Repair & Maintenance	$152.00	SRINV00198	
		Total	$152.00		
59710	03/06/20	**WEST CENTRAL TELEPHONE**			
E 609-49750-321		Telephone/Fax	$351.06		
E 609-49750-321		Telephone/Fax	$14.92		
E 609-49750-385		Cable Utilities	$251.16		
E 609-49750-419		Equipment Lease	$628.12		
E 609-49750-321		Telephone/Fax	$6.72		
		Total	$1,251.98		
59711	03/06/20	**ZIEGLER CAT**			
E 101-43100-220		Repair & Maintenance	$415.00	SW19002791	
		Total	$415.00		
59712	03/11/20	**RANGER CHEVROLET**			
E 101-42110-500		Capital Outlay	$37,042.23		2020 Chevrolet Tahoe
		Total	$37,042.23		
59713	03/16/20	**206 ENTERTAINMENT**			

City of Menahga

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 609-49760-215		Entertainment	$400.00		St. Urho Days
		Total	$400.00		
59714	03/18/20	**CORE & MAIN LP**			
E 101-43100-220		Repair & Maintenance	$179.55	m044381	
		Total	$179.55		
59715	03/18/20	**CWIKLA ACE HARDWARE**			
E 101-43100-220		Repair & Maintenance	$94.96		
		Total	$94.96		
59716	03/18/20	**DEPARTMENT OF HUMAN SERVICES**			
E 101-49200-439		ECPN State Payment	$2,938.79		March 2020
		Total	$2,938.79		
59717	03/18/20	**EWANIKASUNLIMITED REPAIR LLC**			
E 101-43100-220		Repair & Maintenance	$4,250.32	9541	
		Total	$4,250.32		
59718	03/18/20	**FARNAMS GENUINE PARTS, INC**			
E 101-42110-210		Operating Supplies	$105.08		25845
		Total	$105.08		
59719	03/18/20	**G & T SANITATION INC.**			
E 609-49760-384		Garbage Services	$180.46		
E 101-41940-384		Garbage Services	$79.75		
E 101-43100-384		Garbage Services	$79.75		
		Total	$339.96		
59720	03/18/20	**KIESLER POLICE SUPPLY**			
E 101-42110-210		Operating Supplies	$1,300.00	in129402	
		Total	$1,300.00		
59721	03/18/20	**L & M - PARK RAPIDS 10137-6**			
E 101-43100-220		Repair & Maintenance	$166.40	0006-716028	
		Total	$166.40		
59722	03/18/20	**LAKES AREA COOPERATIVE**			
E 101-43100-220		Repair & Maintenance	$45.52		
E 101-43100-383		Gas Utilities	$210.06	31288	
		Total	$255.58		
59723	03/18/20	**MARJON PRINTERS**			
E 609-49750-340		Advertising	$22.50		
E 609-49760-340		Advertising	$22.50		
		Total	$45.00		
59724	03/18/20	**Minnesota Energy Resources**			
E 609-49750-383		Gas Utilities	$96.71		0503920771-00001
E 609-49760-383		Gas Utilities	$96.71		0503920771-00001
E 101-41940-383		Gas Utilities	$412.66		507148171-00001
E 101-41940-383		Gas Utilities	$25.48		0621680603-00001

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		Total	$631.56		
59725	03/18/20	**MINNESOTA PUMP WORKS**			
E 602-49450-220		Repair & Maintenance	$529.20	00010110	
		Total	$529.20		
59726	03/18/20	**MN DEPARTMENT OF REVENUE**			
G 750-21702		State Withholding	$823.86		
G 750-21702		State Withholding	$823.70		
		Total	$1,647.56		
59727	03/18/20	**NORTHBOUND SPIRITS**			
E 101-41410-430		Miscellaneous Expense	$48.00		Election Judge dinner
		Total	$48.00		
59728	03/18/20	**PEMBERTON LAW, P.L.L.P.**			
E 101-41500-304		Legal Services	$4,174.67		RDF
E 101-41500-304		Legal Services	$2,813.70		KAH/KLN
		Total	$6,988.37		
59729	03/18/20	**RAMSTAD, SKOYLES & WINTERS, PA**			
E 101-42110-304		Legal Services	$929.40		
		Total	$929.40		
59730	03/18/20	**RMB ENVIRONMENTAL LAB. INC.**			
E 601-49400-305		Professional Services	$35.00	494871	
		Total	$35.00		
59731	03/18/20	**SURPLUS SERVICES**			
E 101-41400-210		Operating Supplies	$36.00	00013231	
E 101-42110-210		Operating Supplies	$86.00	00013231	
E 101-43100-210		Operating Supplies	$33.00	00013232	
E 101-41400-210		Operating Supplies	$420.00	20039575	
E 101-42110-210		Operating Supplies	$395.00	20039575	
E 101-41400-210		Operating Supplies	$80.00	20039575	Council
E 609-49750-210		Operating Supplies	$126.00	20039575	
		Total	$1,176.00		
59732	03/18/20	**TEDS HARDWARE #2**			
E 609-49750-210		Operating Supplies	$9.65	60582	
E 602-49450-210		Operating Supplies	$24.00	60599	
E 101-41940-210		Operating Supplies	$22.99	60607	
E 101-42110-210		Operating Supplies	$11.48	60610	
E 601-49400-220		Repair & Maintenance	$73.94	60623	
E 101-43100-210		Operating Supplies	$15.99	60635	
E 101-43100-210		Operating Supplies	$61.93	60665	
		Total	$219.98		
59733	03/18/20	**TODD-WADENA ELECTRIC COOP**			
E 101-43100-381		Electric Utilities	$698.40		9960001
E 602-49450-381		Electric Utilities	$34.87		9960002

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-381		Electric Utilities	$24.00		9960003
E 602-49450-381		Electric Utilities	$31.98		9960004
		Total	$789.25		
59734	03/18/20	**TORVINENS AUTO BODY**			
E 101-42110-220		Repair & Maintenance	$1,212.01		2016 Ford - claim
		Total	$1,212.01		
59735	03/18/20	**UNUM LIFE INS CO OF AMERICA**			
E 101-41110-134		Employer Paid Life	$11.10		
E 101-42110-134		Employer Paid Life	$33.30		
E 101-41400-134		Employer Paid Life	$33.30		
E 101-43100-134		Employer Paid Life	$11.10		
E 609-49750-134		Employer Paid Life	$22.20		
E 609-49760-134		Employer Paid Life	$22.20		
E 601-49400-134		Employer Paid Life	$11.10		
E 602-49450-134		Employer Paid Life	$11.10		
		Total	$155.40		
59736	03/18/20	**WADENA CTY. AUDITOR-TREASURER**			
E 101-49200-368		City Pd Tax & Assessment	$104.00		17-320-0200
E 101-49200-368		City Pd Tax & Assessment	$378.00		17-021-3070
E 609-49750-384		Garbage Services	$365.00		17-300-1340
E 101-49200-368		City Pd Tax & Assessment	$104.00		17-028-1060
E 101-49200-368		City Pd Tax & Assessment	$410.00		17-660-0130
E 101-49200-368		City Pd Tax & Assessment	$437.00		17-660-0010
		Total	$1,798.00		
59737	03/18/20	**WADENA COUNTY DAC**			
E 101-41940-386		Cleaning Services	$102.40		
		Total	$102.40		
59738	03/18/20	**WALKER PIPE & SUPPLY**			
E 602-49450-220		Repair & Maintenance	$1,664.00	72892	
		Total	$1,664.00		
59739	03/18/20	**WARNICK'S JANITORIAL SERV.**			
E 609-49750-386		Cleaning Services	$75.17	12124	
E 609-49760-386		Cleaning Services	$75.16	12124	
		Total	$150.33		
59740	03/18/20	**WEST CENTRAL TELEPHONE**			
E 609-49750-321		Telephone/Fax	$168.00		426000
E 609-49750-419		Equipment Lease	$320.94		426000
E 609-49760-321		Telephone/Fax	$168.00		426000
E 609-49760-385		Cable Utilities	$320.94		426000
E 609-49760-419		Equipment Lease	$283.64		426000
		Total	$1,261.52		
59741	03/18/20	**WEST CENTRAL TELEPHONE**			
E 101-41940-325		Internet	$1,257.85		333600

City of Menahga

*Check Detail Register©

March 2020

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41400-321		Telephone/Fax	$96.80		333600
E 101-41400-305		Professional Services	$900.99		333600
E 101-45120-325		Internet	$5.37		333600
E 101-45200-325		Internet	$5.37		333600
E 101-41400-321		Telephone/Fax	$44.35		333600
E 101-42110-321		Telephone/Fax	$45.35		333600
E 101-43100-321		Telephone/Fax	$42.85		333600
E 101-41400-321		Telephone/Fax	$39.40		333600
E 101-41400-321		Telephone/Fax	$39.40		333600
E 101-41400-321		Telephone/Fax	$44.35		333600
E 101-41400-321		Telephone/Fax	$266.27		333600
		Total	$2,788.35		
59742	03/18/20	**ZIEGLER CAT**			
E 101-43100-220		Repair & Maintenance	$415.00		
		Total	$415.00		
59743	03/19/20	**MINNESOTA DEPT OF PUBLIC SAFTY**			
E 101-42110-421		Squad Car Equipment	$25.00		LEMA plates
		Total	$25.00		
59744	03/19/20	**WADENA CTY. AUDITOR-TREASURER**			
E 101-49200-368		City Pd Tax & Assessment	$249.92		17-670-0100
		Total	$249.92		
59745	03/20/20	**POSTMASTER**			
E 601-49400-322		Postage	$110.10		
E 602-49450-322		Postage	$110.10		
		Total	$220.20		
59746	03/23/20	**BOSER CONSTRUCTION INC**			
G 414-20200		Accounts Payable	$30,248.95		#28
		Total	$30,248.95		
		10100 GENERAL CHECKING	$174,474.87		

Fund Summary

Payables

City of Menahga

Payments

Current Period: April 2020

Payments Batch 04/01/20 $121,668.09

Refer	441 *NORTHERN BUSINESS PRODUCT*	-			
Cash Payment	E 101-41400-200 Office Supplies				$125.70
Invoice					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$125.70
Refer	442 *LAW ENFORCEMENT LABOR SER*	-			
Cash Payment	G 750-21719 LELS Union Dues				$124.00
Invoice					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$124.00
Refer	443 *WADENA COUNTY AUDITOR/TREA*	-			
Cash Payment	E 101-41410-430 Miscellaneous Expense	Election Judge training			$259.50
Invoice					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$259.50
Refer	444 *PETTY CASH*	-			
Cash Payment	E 101-42110-200 Office Supplies				$190.48
Invoice					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$190.48
Refer	445 *COLONIAL LIFE PROCESSING CTR*	-			
Cash Payment	G 750-21707 Colonial Life				$187.96
Invoice					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$187.96
Refer	446 *INNOVATIVE SIGN & GRAFFIX*	-			
Cash Payment	E 101-42200-305 Professional Services				$425.00
Invoice 2444					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$425.00
Refer	447 *CWIKLA ACE HARDWARE*	-			
Cash Payment	E 101-43100-220 Repair & Maintenance				$55.98
Invoice 1073231					
Cash Payment	E 101-43100-220 Repair & Maintenance				$7.66
Invoice 1074189					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$63.64
Refer	448 *L&M SUPPLY, INC.*	-			
Cash Payment	E 602-49450-210 Operating Supplies				$519.95
Invoice 7180008					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$519.95
Refer	449 *GRAFIX SHOPPE*	-			
Cash Payment	E 101-42110-421 Squad Car Equipment				$1,015.00
Invoice 133083					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$1,015.00
Refer	450 *TASC*	-			
Cash Payment	G 750-21717 Dental Insurance				$494.44
Invoice in1715067					
Cash Payment	G 750-21717 Dental Insurance				$15.00
Invoice in1712869					

City of Menahga

Payments

Current Period: April 2020

Cash Payment	G 750-21717 Dental Insurance			$15.00
Invoice in1731533				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$524.44
Refer	451 *LES ELECTRIC*	-		
Cash Payment	E 609-49750-200 Office Supplies			$17.44
Invoice 6571				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$17.44
Refer	452 *MIDWEST FIRE*	-		
Cash Payment	E 101-42200-500 Capital Outlay			$87,206.00
Invoice				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$87,206.00
Refer	453 *GRAND FORKS FIRE EQUIPMENT*	-		
Cash Payment	E 101-42200-225 Safety Equipment			$750.00
Invoice 28265				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$750.00
Refer	454 *CORE & MAIN*	-		
Cash Payment	E 602-49450-220 Repair & Maintenance			$179.55
Invoice m073561				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$179.55
Refer	455 *RMB ENVIRONMENTAL LABS*	-		
Cash Payment	E 602-49450-305 Professional Services			$25.00
Invoice 494841				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$25.00
Refer	456 *D & D BEVERAGE*	-		
Cash Payment	E 609-49750-252 Beer Purchases			$2,366.45
Invoice 346-00698				
Cash Payment	E 609-49750-252 Beer Purchases			-$13.60
Invoice 68-00167				
Cash Payment	E 609-49750-252 Beer Purchases			-$30.60
Invoice 1199305				
Cash Payment	E 609-49750-252 Beer Purchases			$0.01
Invoice 1196563				
Cash Payment	E 609-49750-252 Beer Purchases			$3,071.60
Invoice 346-00649				
Cash Payment	E 609-49750-252 Beer Purchases			$1,023.35
Invoice 346-00600				
Cash Payment	E 609-49760-210 Operating Supplies			$91.66
Invoice 346-00600				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$6,508.87
Refer	457 *JOHNSON BROTHERS LIQUOR*	-		
Cash Payment	E 609-49750-251 Liquor Purchases			$1,761.85
Invoice 1528412				
Cash Payment	E 609-49750-333 Freight			$47.25
Invoice 1528412				
Cash Payment	E 609-49750-251 Liquor Purchases			$3,228.64
Invoice 1518845				

City of Menahga

Payments

Current Period: April 2020

Cash Payment	E 609-49750-333 Freight			$86.01
Invoice 1518845				
Cash Payment	E 609-49750-251 Liquor Purchases			$1,263.26
Invoice 6009866				
Cash Payment	E 609-49750-333 Freight			$18.90
Invoice 6009866				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$6,405.91
Refer	458 *CINTAS*	-		
Cash Payment	E 609-49750-210 Operating Supplies			$67.91
Invoice 4045735536				
Cash Payment	E 609-49760-210 Operating Supplies			$67.92
Invoice 4045735536				
Cash Payment	E 609-49760-210 Operating Supplies			$41.98
Invoice 4044420314				
Cash Payment	E 609-49750-210 Operating Supplies			$41.99
Invoice 4044420314				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$219.80
Refer	459 *BERNICKS*	-		
Cash Payment	E 609-49750-252 Beer Purchases			$465.55
Invoice 180525				
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purcha			$62.72
Invoice 180254				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$528.27
Refer	460 *BEVERAGE WHOLESALE*	-		
Cash Payment	E 609-49750-252 Beer Purchases			$126.10
Invoice 107556				
Cash Payment	E 609-49750-252 Beer Purchases			$1,936.14
Invoice 106695				
Cash Payment	E 609-49750-252 Beer Purchases			$1,353.95
Invoice 1056666644				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$3,416.19
Refer	461 *BREAKTHRU BEVERAGE*	-		
Cash Payment	E 609-49750-251 Liquor Purchases			$1,050.11
Invoice 1081115653				
Cash Payment	E 609-49750-333 Freight			$23.44
Invoice 1081115653				
Cash Payment	E 609-49750-252 Beer Purchases			$110.60
Invoice 1081109774				
Cash Payment	E 609-49750-251 Liquor Purchases			$490.13
Invoice 1081109673				
Cash Payment	E 609-49750-333 Freight			$7.86
Invoice 1081109673				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$1,682.14
Refer	462 *PEPSI COLA*	-		
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purcha			$134.45
Invoice 37873057				
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purcha			$372.90
Invoice 37873057				

City of Menahga

Payments

Current Period: April 2020

Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$507.35
Refer	464 *D-S BEVERAGES INC*	-			
Cash Payment	E 609-49750-252 Beer Purchases				$4,658.95
Invoice 74-07667					
Cash Payment	E 609-49750-252 Beer Purchases				$100.60
Invoice 74-07622b					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$4,759.55
Refer	465 *GRANITE CITY JOBBING CO.*	-			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purcha				$57.01
Invoice 176323					
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purcha				$30.45
Invoice 176323					
Cash Payment	E 609-49750-333 Freight				$4.25
Invoice 176323					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$91.71
Refer	466 *SOUTHERN GLAZERS OF MN*	-			
Cash Payment	E 609-49750-251 Liquor Purchases				$2,003.98
Invoice 1932051					
Cash Payment	E 609-49750-333 Freight				$30.72
Invoice 1932051					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$2,034.70
Refer	467 *VIKING COCA-COLA BOTTLING*	-			
Cash Payment	E 609-49750-254 Snack, Ice, Soda Purcha				$178.40
Invoice 2493514					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$178.40
Refer	468 *S.C.D. TAP BEER LINE CLEANING*	-			
Cash Payment	E 609-49760-220 Repair & Maintenance				$41.00
Invoice 3967					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$41.00
Refer	469 *DACOTAH PAPER CO.*	-			
Cash Payment	E 609-49750-210 Operating Supplies				$77.39
Invoice 96423					
Cash Payment	E 609-49760-210 Operating Supplies				$135.20
Invoice 96423					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$212.59
Refer	470 *ECOLAB*	-			
Cash Payment	E 609-49750-210 Operating Supplies				$31.01
Invoice 8788767					
Cash Payment	E 609-49760-210 Operating Supplies				$31.02
Invoice 8788767					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$62.03
Refer	471 *GIOVANNI S*	-			
Cash Payment	E 609-49760-254 Snack, Ice, Soda Purcha				$161.75
Invoice 0403092003					
Transaction Date	4/1/2020	GENERAL CHECKIN	10100	**Total**	$161.75
Refer	472 *HEGGIES PIZZA*	-			

City of Menahga

Payments

Current Period: April 2020

Cash Payment	E 609-49760-254 Snack, Ice, Soda Purcha			$268.10
Invoice 1010436012				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$268.10
Refer	474 *CITY OF MENAHGA*	-		
Cash Payment	E 609-49760-382 Water/Sewer Utilities	LS		$99.28
Invoice				
Cash Payment	E 101-41940-382 Water/Sewer Utilities	City/Fire Hall		$82.94
Invoice				
Cash Payment	E 101-41940-382 Water/Sewer Utilities	Learning Center		$49.32
Invoice				
Cash Payment	E 101-43100-382 Water/Sewer Utilities	Shop		$62.89
Invoice				
Cash Payment	E 101-41940-382 Water/Sewer Utilities	Museum		$49.32
Invoice				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$343.75
Refer	475 *LAKES AREA COOP -1 PERHAM*	-		
Cash Payment	E 101-43100-383 Gas Utilities			$179.96
Invoice 31493				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$179.96
Refer	476 *CARDMEMBER SERVICES (TRUST*	-		
Cash Payment	E 609-49750-220 Repair & Maintenance			$110.46
Invoice				
Cash Payment	E 101-42110-210 Operating Supplies			$380.62
Invoice				
Cash Payment	E 101-42110-208 Training and Instruction			$474.87
Invoice				
Cash Payment	E 101-41400-210 Operating Supplies			$416.22
Invoice				
Cash Payment	E 602-49450-331 Travel & Conference			$938.89
Invoice				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$2,321.06
Refer	477 *DELTA DENTAL*	-		
Cash Payment	G 750-21717 Dental Insurance	rls0002729887		$127.25
Invoice				
Transaction Date	4/1/2020	GENERAL CHECKIN 10100	**Total**	$127.25
Refer	478 *GOPHER STATE ONE-CALL*	-		
Cash Payment	E 601-49400-305 Professional Services			$2.02
Invoice				
Cash Payment	E 602-49450-305 Professional Services			$2.03
Invoice				
Transaction Date	4/2/2020	GENERAL CHECKIN 10100	**Total**	$4.05

City of Menahga

Payments

Current Period: April 2020

Fund Summary

	10100 GENERAL CHECKING
101 GENERAL FUND	$91,731.46
601 WATER FUND	$2.02
602 SEWER FUND	$1,665.42
609 MUNICIPAL LIQUOR FUND	$27,305.54
750 PAYROLL CLEARING FUND	$963.65
	$121,668.09

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$121,668.09
Total	$121,668.09